



Commission Meeting
Brookings City & County Government Center
520 3rd Street
Chambers, Suite 310 (3rd floor)

1. **8:30 AM Call to Order on Tuesday, February 9, 2016**
2. **Pledge of Allegiance**
3. **Invitation for a Citizen to schedule time on the Commission Agenda for an item not listed.**

Action items will be scheduled for a future meeting date.

4. **Approval of Agenda**
5. **Consent Agenda Items**

A. Approval of minutes.

Documents: [01-26-2016 Minutes.pdf](#)

B. Approval of travel & education requests.

Documents: [Travel Requests.pdf](#)

C. Approval of personnel action notices.

Documents: [Personnel Action Notice Report.pdf](#)

D. Approval of cellular authorizations.

Documents: [Cellular Authorizations.pdf](#)

E. Approval of the Human Services report.

Documents: [HHS Report.pdf](#)

6. Routine Business

A. Approval of claims.

Documents: [Feb 2016 Cell Phones 2 09 16.pdf](#), [Claims Paid 2 09 16.pdf](#)

B. Department Head reports.

i. Department of Equalization

Documents: [Equalization Dates.pdf](#)

ii. County Development Department

Documents: [County Dev Report.pdf](#)

iii. Finance Officer's report.

Be it noted items:

1. *Auditor's Account with the Treasurer*
2. *Payroll & Additive Totals*
3. *Highway Expenditure Report*
4. *Register of Deeds Statement of Fees Collected*

Documents: [Finance Officer Report.pdf](#)

a. Action to approve the following transfers as per budget appropriations for the first quarter of 2016:

1. *From General Fund 101-4-911-4294 to Highway Road & Bridge Fund 201-3-371-0000 in the amount of \$750,000.*
2. *From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$21,568.*
3. *From General Fund 101-4-911-4298 to Register of Deeds Relief Fund 250-3-371-0000 in the amount of \$3,239.25.*

C. Be it noted items:

i. Volunteers recognized by Brookings County for work comp purposes.

Documents: [RSVP List.pdf](#), [Radio Club and Storm Spotters.pdf](#)

ii. County employee wages for 2016.

Documents: [2016 Wages.pdf](#)

iii. The Board agrees to accept at \$25,000 in-kind credit with L.G. Everist of Brookings as part of their contribution for the 34th Avenue project.

iv. Authorize Chairperson Krogman to sign the South Dakota Office of Emergency Management Report of Personnel Action for Robert Hill.

Documents: [Report of Personnel Action - Hill.pdf](#)

v. Authorize Chairperson Krogman to sign the South Dakota Office of Emergency Management Report of Personnel Action for Richard Haugen.

Documents: [Report of Personnel Action - Haugen.pdf](#)

7. Scheduled Agenda Items

A. 9:15 AM - Logan Zeisler with Delta Chi to discuss the Boulevard Tree Project.

i. Discussion and possible action to fund the Boulevard Tree Project.

B. 1:00 PM - Public Hearing on the Comprehensive Land Use Plan for Brookings County.

Documents: [Planning Commission Notes.pdf](#),
[BroCoCompPlanPZAdopted012616Cleanw-amendments.pdf](#)

i. Discussion and possible action on Resolution #16-07: a resolution adopting the Comprehensive Land Use Plan for Brookings County, as provided for in SDCL 11-2.

8. Regular Business

A. Action to approve a Request to Fill Vacancy for the Deputy Director of Equalization in the Equalization Department.

Documents: [Request to Fill Vacancy - Equalization.pdf](#)

B. Action to approve Agreement #16-03: an application for occupancy of right-of-way made by Sioux Valley Energy.

Documents: [Agr 16-03 - ROW Sioux Valley Energy.pdf](#)

C. Action to approve Agreement #16-04: an agreement to provide for the striping and continuing maintenance of County Roads within Brookings County.

Documents: [Agr 16-04 - Striping and Maintenance.pdf](#)

D. Discussion and possible action on approving the 2016 Chamber Membership fees.

- *Tabled from January 26, 2016: "Motion by Pierce, seconded by Miller to approve the 2016 Chamber Membership fee of \$900."*

Documents: [Chamber Membership Info.pdf](#)

9. Commission Department Director Report

Documents: [Commission Dept Director Report.pdf](#), [Tentative SDACC Agenda.pdf](#), [4th Qtr Community Health Report.pdf](#), [Retirement Invitation - Dragseth.pdf](#)

10. Deputy States Attorney's Report

11. Commissioner Reports and Discussion Items

A. Correspondence received.

Documents: [Brookings Health System Email.pdf](#), [BCYMP Thank You.pdf](#), [Conservation Dist Minutes.pdf](#), [Build Dakota Scholarship Fund.pdf](#), [Brookings Backpack Request.pdf](#), [DENR to Crosswind Jersey.pdf](#)

12. Adjournment

13. Public Notices

- *February 15, Monday: County Offices will be closed in honor of Presidents' Day.*
- *February 19, Friday: Retirement party for Director of Equalization Joyce Dragseth in the Chambers from 2:00-4:00 PM. There will be a short program at 3:00 PM.*

NOTE: Individuals needing assistance, pursuant to the Americans with Disabilities Act, should contact Brookings County (605-696-8205) 48 hours in advance of the meeting to make necessary arrangements. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access and will provide alternative formats and accessible locations consistent with the American's With Disabilities Act.

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JANUARY 26, 2016

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 26, 2016 with the following members present: Ryan Krogman, Larry Jensen, Stephne Miller, Lee Ann Pierce, and Tom Yseth.

CALL TO ORDER

Chairperson Krogman called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

The agenda for the January 26, 2016 Commission Meeting was approved without objection. Commission Department Director Stacy Steffensen noted the Brookings High School Government class would be sitting in on a portion of the meeting as part of Youth in Government Day.

CONSENT AGENDA

The consent agenda was approved without objection from the board. The consent agenda consisted of the minutes from the January 5, 2016 Commission Meeting, January 12, 2016 Commission Meeting, and January 19, 2016 Commission Meeting.

Travel Requests: Joyce Dragseth and Chris Lilla to attend the SDAAO District 5 Quarterly Meeting on January 20th in Salem, SD; Vicki Buseth and Jennifer Beller to attend the Annual Report Workshop on January 20th in Mitchell; Robert Hill, Richard Haugen, Shawn Plowman, and Michelle Delaney to attend a SDOEM Training class on the RapidTag Printer System on January 25th in Watertown; Jim Sampson to attend a GIS Workflow Presentation and DIMES Training presented by GeoComm on January 27th in Huron; Michael Gengler to attend a Glock Armorer's Course on February 2nd in Mitchell; Sonia Mack to attend the Winter Farm Show on February 8th in Watertown; Michael Gengler to attend Instructor Development on February 8th-12th in Pierre; Stacy Steffensen and Robert Hill to attend Social Media for Natural Disaster Response and Recovery on February 10th in Sioux Falls; Misty Moser, Mike Anderson, Gary Egeberg, and Craig Chapman to attend Gopher Recertification on February 11th in Sioux Falls; Misty Moser to attend the Farm and Home Show on February 12th in Watertown; Robert Hill to attend G-108 Mass Care training on March 7th in Sioux Falls; Richard Haugen to attend FEMA G-386 Mass Fatality training on March 9th-10th in Sioux Falls; Robert Hill to attend G-366 Planning for Needs of Children in Disaster training on March 15th in Pierre; Manuel Langstraat to attend a Taser Instructor Training on April 4th-5th in Mitchell; Robert Hill to attend the National American Planning Association Conference on April 1st-5th in Phoenix, AZ; Laura Littlecott to attend the South Dakota SHRM State Conference on April 13th-15th in Brookings; Darren DeJong to attend National Drug Court Institute-Adult Drug Court Planning

Initiative on April 18th-20th in Sioux Falls; Robert Hill and Richard Haugen to attend the Annual South Dakota Emergency Management Conference on September 12th-15th in Aberdeen.

Personnel Action Notices: routine step increase- Kathy Hanson to \$21.54, effective December 28, 2015; routine step increase- Bart Sweebe to \$67,810/year, effective December 28, 2015; routine step increase- Jon Pike to \$30.93, effective December 28, 2015; routine step increase- Scott Sebring to \$73,275/year, effective January 01, 2016; new hire- David Biteler to full-time Courtroom Sheriff's Deputy at \$21.10, effective January 04, 2016; voluntary resignation- Joyce Dragseth, effective February 19, 2016.

Human Services Report: case #15-146 for Avera Heart Hospital was denied; case #15-147 for Brookings Hospital was denied; case #15-155 for Avera Heart Hospital was denied; case #16-001 for rent was approved; case #16-004 for rent was approved; case #16-021 for rent was approved.

ROUTINE BUSINESS

Approval of Claims

Motion by Miller, seconded by Yseth to approve the following claims. Motion carried.

2015 Claims: Avera Medical Group, PMD, \$224.61; Avera Queen of Peace, Drug Tests, \$227.60; Banner Associates, Engineering 122-130, \$3,651.50; Bothern, Ron, COP Rent, \$250.00; Bowes Construction, Gravel, Final 34th Ave Pmt, \$343,211.72; Boyer Trucks, Heater Cntrl0591, Arm Assy0595, \$94.06; Bozied Oil Co Inc, Nov, Dec Car Washes, RSCP Gas, \$221.22; Brookings Area Chamber, Will Luncheon-November, \$15.00; Brookings Auto Mall Inc, 6A2 Oil Change, \$66.50; Brookings City Utilities, Phone Service, \$282.14, Utilities, \$1,846.85, Phone & Internet Service, \$55.42, Utilities, Telephone, \$829.65, Phone, Alarms, \$443.20, Utilities, \$2,000.22, Truck Shed Water, \$81.81, COP Utilities, \$140.40; Brookings Health System, Health Screenings, \$1,260.00, Oct & Nov Blood Testing, \$13,028.00; Brookings Register, Public Announcement, \$90.00, Holiday Ad, \$59.00, Comm Minutes, Del Tax Notices, \$1,412.36, Notice of Public Hearing, Legals, \$37.89; Brothers Pharmacy, Inmate Medication, \$457.60; Brutty's Underground Sprinklers, Annual Bill-Courthouse Sprinklers, \$154.00; Buhl's Cleaners, Rugs, \$58.60, Rug Rental Service, \$71.60; Butler Machinery Co, Repair, Lamp, Cutting Edge, \$8,766.04; Cabana Banners, Winter Calf Show Banners, \$515.00; Central Business Supply, Paper, Tape, Stamp, Supplies, \$157.82, Calendar, 2 Office Chairs, \$583.89, Stamp, Cork Board, Label Maker, \$91.84, Chair Mat, Tape, Clips, \$109.78; Central Properties / BMO Harris, Tax Certificate, \$6,039.58; Century Business Products, Copier Maintenance, \$229.20, Copier Maintenance, \$74.45, Copier Contract, \$26.53; Chief/Law Enforcement Supply, Camcorder, Patrol Kit, \$238.48; CHS, Dyed Diesel, Brooking Shop, \$10,077.31; City of Brookings, Joint Bldg Costs, \$4,439.09; Cody, Denise, Inv MI Hearings, \$48.00; Cummins Central Power LLC, Repairs to Courthouse Generator, \$140.98; Dakota Fluid Power Inc, Repair 0598, Parts, \$653.06; Dell Marketing LP, Samsung TV, Computer, \$928.00; Den-Wil Inc, Reimbursement of Services, \$144.76; Dept of Legislative Audit, 2014 Audit, \$22,107.90; Diesel Machinery Inc, Spindle for Boom Mower 0618, \$1,553.44; DVL Fire and Safety, Fire Extinguisher Maintenance, \$365.00; Einspahr Auto Plaza, Tire Sensor, Sheriff A28, \$67.52; Electronic Security Equipment, Courthouse, Jail Security, \$4,870.00; Elenkiwich, Kimberly, Zoning Mtg Mileage, \$28.88; Equipment Blades Inc, Sharp Blades 0997, \$2,247.36; First Bank & Trust, Fuel, Camera, Supplies, Postage, \$432.56; Fite, Pierce & Ronning Law, CAA, \$360.00, CAA, \$324.00, CAA,

\$315.00, CAA, \$387.00; Foerster Office & Supply, Cups, Lines, Toilet Tissue, \$233.90, Janitor Supplies, \$31.60; G&K Services, Laundry Service, \$48.00; Galls, 2 Concealment Speakers, \$240.00; Gass Law, PC, CAA, \$1,222.17; Graham Tire North, Tires, \$2,030.00; Patricia J Hartsel, Transcripts, \$9.20, Transcripts, \$11.20, Transcripts, \$144.40, Transcripts, \$7.60, Transcripts, \$9.20; Holzhauser, Michael, Travel Reimbursement, \$239.64; Hometown Service & Tire, LLC, Tires & Mounting, Balancing, \$1,137.44, Tires A28 Sheriff, \$493.72; I State Truck Center, Filter Kit, Belts, \$200.74; Ina Group LLC, Tax Certificate, \$1,298.52; Intoximeters Inc, 2 PBT Repairs, \$489.30; Kirkvold Oil Company, Tire Repair 0950, \$1,456.00; L&L Auto & Truck Parts, 6A28 Air Filter, Booster Pack, \$167.08; L&L Auto & Truck Parts, Supplies, \$5,373.52; Lawrence Leasing Inc, Repair 0595, \$420.86; Lewis & Clark Behavioral Health, BMI Intakes, \$800.00; Lewno, Lucy, Inv MI Hearing, \$460.47; Lowe's, Shop Supplies, \$177.11, Bulbs, Cleaning Supplies, \$332.02; Mac's, Racking for Shop Shelves, \$1,257.56; Martin's Inc, Oil, Diesel, \$2,473.97; Matheson Tri-Gas Inc, Welding Supplies, \$84.39; McKeever's Vending, Inmate Commissary, \$462.24; Mcleod's Printing & Office, Township Packets, \$490.28; Midwest Glass, Shop Window Repair, \$99.02; Midwest Striping, 6A28 Red Lights, \$148.61; Gary E Mikelson, Inv MI Hearing, \$239.46; Minnehaha Co. Treasurer, 24/7 Housing, \$92.27; Minnehaha County JDC, JDC Costs, \$3,795.00; Mix Dry Cleaners, Dry Clean Coats, \$36.00; Mr. V's Professional Body, 6A12 Vehicle Repair, \$4,438.55; Nancy J Nelson, CAA, \$243.00; Newegg Business Inc, IT Equipment, \$987.96; Nielsen's, Heat Shrink, \$4.75; Northwestern Energy, Natural Gas, \$1,263.46, Natural Gas, \$439.17, Natural Gas, Truck Shed, \$112.45; Office Depot Inc, Office Supplies, \$160.91; Ohlin Sales Inc, Lifepak 1000 Lithium Batteries, \$333.42; Olson, Steve, Weed & Pest Board Mileage, \$16.80; Oslo Township, Gopher Bounty Program, \$484.50; Pharmchem Inc, Dec 2015 Sweat Patch Analysis, \$725.00; Preston Township, 2015 Gopher Bounty Program, \$420.00; Raml, Grant, Livestock Judge, \$240.32; Razor's Edge Lawncare, Snow Removal, Ice Melt, \$1,324.00; RDO Equipment Co, Shop Supplies, \$885.50; RFD, Delinquent Tax Pub-Tri City, \$449.64, Delinquent Tax Pub-Elkton Record, \$449.64, Delinquent Tax Pub-Volga Trib, \$449.64; Jesse Ronning, CAA, \$99.00; Rude's Funeral Home Inc, Transport to Autopsy, \$535.00; Running's Supply Inc, Ice Melt, \$22.47, Shop Supplies, \$139.62, Ice Melt, Supplies, \$92.89; Safe-N-Secure, Security System Service, \$886.53; Schuneman Equipment Co, Oil, Hose, Bearing Parts, \$1,114.72; SD Newspaper Service, Employment Listings, \$416.58; SD Public Assurance Alliance, 2016 Liability & Prop Insurance, \$119,303.78; SDACO, ROD Relief Fund Dec 2015, \$874.00; SDSU Workstudy, 11/22-12/21, \$100.27; Sheehan Mack Sales, Filters, Pins, Bushings, \$131.96; Sinai Coop Elevator, Blended Diesel, Sinai Shop, \$950.00; Sioux River Bicycle & Fitness, Repair Airdyne, Inmate Rec, \$427.98; Sioux Valley Energy, Electric Utilities, \$239.55; Sturdevant's Auto Parts, Shop/Vehicle Parts, \$180.35; Swanda, Karen, Inv MI Hearings, \$48.00; Swiftel Center, 4H Winter Calf Set Up, \$1,690.00; Taser International, Repair Taser Cable, \$51.81; Thomas, Dakota, Photographer, Winter Calf Show, \$200.00; Thomson Reuters - West, West Info Charges, \$529.23; Town & Country Shopper, Public Notice, \$28.00, Publish Pocket Gophers Notice, \$105.00; Truck Equipment Service Co, Socket Assy, Bracket, 0599S, \$1,176.56; UPS Store, Shipping Repair PBT, \$11.07; Steven Ust, Building Inspections, \$1,000.00; Vandenberg Law, CAA, \$922.50; Volunteers Of America, JDC Shelter Beds, \$2,160.00; Wheelco Truck & Trailer, Shop Supplies, \$967.13; White City, White Utilities, \$60.45; Yankton County Sheriff, Service of Process, \$25.00

2016 Claims: A&B Business Inc, Copier Contract Fees, \$437.66, Copier Contract, \$49.96, Copier Maintenance, \$79.61, Copier Contract, \$50.40, Copier Contract, \$49.86; Abuse Magazine - South Dakota, 2016 Advertising, \$125.00; Alert Magazine, LLC-SD, 2016 Advertising, \$125.00; All Traffic Solutions, Speed Boards, \$9,240.00; Allegra Print & Imaging, 6A30 Business Cards, \$73.50; Aragon, Martha A, Translation Services, \$175.00; Bauer, Tim, January Weed & Pest Mileage, \$9.24; BEDC, 2016 Budget Allocation, \$15,000.00; Boys & Girls Club, 2016 Budget Allocation, \$25,000.00;

Breit Law Office PC, Collections, \$364.51; Brookings Area Transit, 2016 Budget Allocation, \$47,000.00; Brookings City Utilities, Phone Service, \$1,379.06; Brookings Co Conservation, 2016 Budget Allocation, \$25,000.00; Brookings County Food Pantry, 2016 Budget Allocation, \$6,000.00; Brookings County Youth Menoring, 2016 Budget Allocation, \$5,000.00; Brookings Regional Humane Society, 2016 Budget Allocation, \$10,000.00; CD Properties LLC, COP Rent, \$362.50; Central Business Supply, Office Supplies, \$189.63, Calculator Paper, File Jackets, \$224.91, Paper, Date Stamp, \$108.83; Central Properties / BMO Harris, Tax Certificate, \$1,414.85; Century Business Products, Copier Supplies, Maintenance, \$52.24; City of Brookings, E-911 Interest from 2015, \$197.33, E911 Service, \$125,000.00; Civil Air Patrol Magazine, Advertising, \$145.00; Civil Design Inc, 213th St Engineering Fees, \$275.00; Compass Counseling & Assessment, Psychosexual Assessment, \$1,800.00; Cook's Wastepaper & Recycling, Jan Commercial Service, \$182.28, Waste Collection Service, \$136.58, January 2016 Service, \$120.64, January Service, \$234.46; Dakota Data Shred, January Pick Up, \$91.77; Dataspec Inc, State Solution Yearly Fee, \$399.00; Den-Wil Inc, January Comm Health Rent, \$877.00; Dupraz, Andy, Extension Board Mileage, \$4.20; East Central Behavioral Health, 2016 Budget Allocation, \$55,000.00; Fjeldos Property Management, COP Rent, \$650.00; Ford, Deb, Extension Board Mileage, \$16.80; Gass Law, PC, CAA, \$860.77, CAA, \$508.70, CAA, \$358.43, CAA, \$381.08; Patricia J Hartsel, Transcripts, \$30.00, Transcripts, \$18.40; Tim Hogan, CAA, \$1,697.84, CAA, \$575.57, CAA, \$844.20, CAA, \$676.66, CAA, \$593.41, CAA, \$445.28, CAA, \$10,661.91; Hometown Service & Tire, LLC, 6A27 Oil Change, \$32.00; Hy-Vee Food Store, Zoning Mtg Refreshments, \$22.25; Ina Group LLC, Tax Certificate, \$4,801.60, Tax Certificate, \$6,647.21, Tax Certificate, \$1,132.55, Tax Certificate, \$1,375.95; Inter-Lakes Community Action, 2016 1st Qtr Budget Allocation, \$3,034.25; L.G. Everist Inc, Icing Sand, \$1,227.70; Manatron Inc, M&S Rate Tables, \$3,072.94; Mediacom LLC, January Law Library Service, \$75.90; Mid-States Organized Crime, 2016 Membership Dues, \$150.00; Midwest Cyber Solutions, E-Pollbook Support, \$24,570.00; Midwest Management/BMO Harris, Tax Certificate, \$8,262.71, Tax Certificate, \$1,662.76, Tax Certificate, \$1,015.06; NACVSO, Membership Application, \$30.00; NDAA Insurance Services, Lawyers Prof Liability Ins, \$3,917.00; Nancy J Nelson, CAA, \$1,039.60, CAA, \$814.20; Norgaard Rentals, COP Rent, \$450.00; Northwestern Energy, Natural Gas, \$1,581.82, Shop Natural Gas, \$845.59; Office Peeps Inc, Paper, Binder, File Folders, \$377.50; Olson, Steve, Weed & Pest Board Mileage, \$16.80; Pickard, Jennifer, Extension Board Mileage, \$9.24; Reliance Telephone, Inmate Phone Cards, \$2,000.00; Research Park At SDSU, 2016 Budget Allocation, \$50,000.00; Rick Ribstein, CAA, \$1,311.39, CAA, \$609.48; SD Attorney General's Office, 24/7, SCRAM Dec 16-31, 2015, \$2,232.00, 24/7 Participation Dec 16-31, \$145.00; SD Dept of Public Safety, Jan-Jun Teletype Service, \$2,590.00; SD Dept of Revenue, UA Confirmations, \$66.00; SD Planners Association, Yearly Membership Dues, \$75.00; SD Sheriff's Association, 2016 Association Dues, \$1,308.95; SDEMA, Membership Dues, Registration, \$150.00; Senior Companions of SD, 2016 Budget Allocation, \$2,300.00; Sinai City, Utilities, \$64.00; South Dakota Education Campus, First Aid Mental Health Training, \$420.00; Swiftel Center, January Facility Maintenance, \$1,577.00; Thomson Reuters - West, West Information Charges, \$991.00; Steven Ust, Building Inspections, \$600.00; Vantek Communications Inc, North Repeater Feb Fee, \$100.00; Verizon Wireless, Mobile Data, \$280.07; Walburg, Duane, Animal Control Dec 26-Jan 8, \$20.00; Weed & Pest Conference, Conference Registration, \$260.00; Welker, Don, COP Rent, \$575.00; Wells Fargo, Credit Card Charges, \$902.88; SD Dept of Revenue, January Remittance, \$316,680.95

Department Head Reports

County Development Director Robert Hill presented the 2015 Year End Preliminary Report.

Hill said County Development Deputy Director Richard Haugen completed the ICS 400 training, which is the highest level of training. Hill said he is confident that Haugen will be able to handle any emergency management situation. Hill also noted that the State & Local Agreement was submitted on time.

Hill said the Comprehensive Plan is posted online and there will be a public hearing on Tuesday, January 26th.

Hill said he attended Brookings Day at the Legislature and the RapidTag Training. Hill also discussed upcoming dates.

Commissioner Pierce called for a Question of Privilege. She asked Chairperson Krogman if the board would welcome the Brookings High School students to the Commission Meeting. Chairperson Krogman welcomed the Brookings High School Government students and told them if they had any questions to please ask.

Department Head Reports Continue

Weed & Pest Supervisor Misty Moser said the truck that she had budgeted for has been ordered and should arrive within 90 days. Moser also discussed upcoming dates.

Veterans & Human Services Director Michael Holzhauser said he attended a ceremony for the Korean War Veterans and watched them receive their medals from representatives for the Korean government.

Holzhauser also attended a Housing Board Meeting. Holzhauser updated the board on the number of phone calls the office has made and received, and the number of in-person meetings.

Register of Deeds Beverly Chapman presented the 2015 Annual Report. Chapman said she hasn't heard anything from Doc Pro, but is confident that they are making the program fit the county's needs.

Finance Officer Vicki Buseth said the office has been busy issuing the new license plates. Buseth said she and Senior Finance Assistant Jennifer Beller attended the Annual Report Workshop in Mitchell and said it was very informative. Buseth discussed House Bill 1005, which would increase the title transfer fees from \$5.00 to \$10.00. Buseth said if that increase goes through, the state would get half and the county would get half. She also said lien fees would increase from \$5.00 to \$10.00 and that money would stay with the county.

Sheriff Martin Stanwick said there are 32 inmates in jail and 104 individuals participating in the 24/7 program.

Stanwick said they have been busy with road and interstate accidents. Stanwick said county roads have been great and thanked Highway Superintendent Richard Birk for keeping up on them.

Stanwick also discussed upcoming dates.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., the board took action approving Chris Lilla as the Director of Equalization for Brookings County. Brookings Mayor Tim Reed was included in the vote pursuant to SDCL 10-3-3.

Motion by Miller, seconded by Jensen to approve Chris Lilla as the Director of Equalization for Brookings County, effective January 26, 2016. Brookings Mayor Teed Reed thanked commissioners for allowing the city to vote.

Roll call vote: Yseth “aye,” Miller “aye,” Jensen “aye,” Pierce “aye,” Reed “aye,” Krogman “aye.” Motion carried.

Director of Equalization Chris Lilla took an oath as County Director of Equalization.

Department Head Reports Continued

Highway Superintendent Richard Birk said the department has been busy with the all of the snow and ice. Birk said they have sent the BIG grant applications in, but he has not heard anything back yet.

Birk also said the new mechanic started and believes he’s going to be a great fit.

Miller noted that the Department of Transportation received the county’s plan and she received comments that the plan was nicely done.

Community Health Nurses’ Jen Burns and Karen Larsen said the office has been very busy. Burns said the state may be changing the funding next year for flu vaccines. Burns said school services screenings went very well and heard a lot of positive feedback.

Burns said they continue to educate mothers on prenatal care, infant mortality, and breast feeding. Burns said they have hired a new part-time clerical person and she will start next week. Burns also discussed upcoming dates.

SCHEDULED AGENDA ITEM

As scheduled at 9:15 a.m., First District Association of Local Governments Executive Director Todd Kays presented the First District’s Annual Report.

Pierce said Planner Luke Muller does a really good job and is very knowledgeable.

REGULAR BUSINESS

Directors of Equalization Joyce Dragseth and Chris Lilla presented the Brookings County 2016 assessment plan and intentions.

SCHEDULED AGENDA ITEM

As scheduled at 9:45 a.m., the board discussed the Brookings County Extension Board’s recommendations and 4-H Strategic Plan and goals.

Krogman suggested setting up a meeting with two County Commissioners, 4-H Youth Advisor Sonia Mack and two Extension Board Members, along with city and Swiftel representatives to discuss the issues and find solutions.

By consensus, the board agreed to set up a meeting and start discussing the current agreement and find solutions that will suit both entities. Chairperson Krogman appointed Commissioners Miller and Pierce to represent the County Commission on that subcommittee.

Chairperson Krogman declared a 5 minute recess.

REGULAR BUSINESS

Motion by Miller, seconded by Pierce to approve the Finance Office to issue distress warrants to the Sheriff's Office for collection in accordance with SDCL 10-22-31. Background information was provided by Finance Officer Vicki Buseth.

Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye."
Motion carried.

Motion by Pierce, seconded by Jensen to approve application #2016-01: an elderly or disabled tax freeze application. Background information was provided by Finance Officer Vicki Buseth.

Roll call vote: Jensen "aye," Pierce "aye," Yseth "aye," Miller "aye," Krogman "aye."
Motion carried.

Motion by Miller, seconded by Pierce to approve application #2016-02: an elderly or disabled tax freeze application. Roll call vote: Pierce "aye," Yseth "aye," Miller "aye," Jensen "aye," Krogman "aye." Motion carried.

Motion by Miller, seconded by Jensen to approve and authorize Chairperson Krogman to sign Resolution #16-04: a resolution setting weight limit enforcements on Brookings County highways. Background information was provided by Highway Superintendent Richard Birk. Pierce said she questions the language in a portion of the resolution.

Motion to amend the main motion by Miller, seconded by Yseth to change the language in the resolution to say "six (6) or seven (7) ton per axle, as posted, on all asphalt surface roads." Amendment carried. Roll call vote on main motion as amended: Yseth "aye," Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye." Main motion as amended carried.

RESOLUTION # 2016-04

A RESOLUTION SETTING WEIGHT LIMIT ENFORCEMENTS ON BROOKINGS COUNTY HIGHWAYS.

WHEREAS, Seasonal climatic changes can be detrimental to our highways, and

WHEAREAS, the Brookings County Board of County Commissioners, desires the enforcement of weight limitation of Brookings County Roads as set forth and posted by the Brookings County Highway Superintendent.

NOW THEREFORE BE IT RESOLVED: The limits on Brookings County Highway shall be set as six (6) or seven (7) ton per axle, as posted, on all asphalt surface roads, during spring thaw period and when limit signs are in place; and

That the South Dakota Highway Patrol be and hereby is authorized and requested to enforce weight limitations on Brookings County Roads.

BE IT FURTHER RESOLVED, that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55.

Vote of Brookings County Commission

Dated this 26th Day of January 2016.

Ryan Krogman
Chairperson, Brookings County Commission

ATTEST:

Vicki Buseth
County Finance Officer

Motion by Jensen, seconded by Miller to approve and authorize Chairperson Krogman to sign Resolution #16-05: a resolution authorizing the purchase of one new 2016 tandem axle truck 64,000, G.V.W. 80,000 LB G.C.W.

Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye."
Motion carried.

RESOLUTION #16-05

A RESOLUTION AUTHORIZING THE PURCHASE OF ONE NEW 2016 TANDEM AXLE TRUCK 64,000, G.V.W. 80,000 LB G.C.W.

WHEREAS, the Brookings County Highway Department will need one (1) new Freightliner Chassis in 2016; and

WHEREAS, Lake County Highway Department, has recently gone through a competitive bidding process for a tandem axle truck chassis, such bidding process culminating in the bids being opened on February 9, 2015; and

WHEREAS, I State Truck Center was the lowest responsible bidder under such Lake County Highway Department bid process and I State Truck Center is willing to sell a 2017 model Freightliner Chassis to Brookings County Highway Department under the same terms and options as available to Lake County Highway Department, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

WHEREAS, pursuant to SDCL 5-18A-22, Brookings County is authorized to purchase equipment from the lowest responsible bidder of an item competitively bid by another local government entity at the bid price or less.

NOW THEREFORE, BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to purchase one (1) Freightliner Chassis from I State Truck Center based upon the bid price, or less, as established through the competitive bidding process of Lake County Highway Department, with the unit and specifications as follows:
2017 Freightliner Tandem Axle Truck Chassis

With all standard equipment, warranties and guarantees as described
in the Lake County bid specifications:

Option 1: 60 months, 200,000 Miles Extended Warranty on engine

Price per unit: \$110,114.000

F.O.B. - Brookings County

Adopted the 26th day of January 2016

Ryan Krogman
Brookings County Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Office

Motion by Miller, seconded by Yseth to approve and authorize Chairperson Krogman to sign Resolution #16-06: a resolution authorizing the purchase of a dump body, hoist, hydraulics, truck plow hitch, with options: reversible plow, mid mount 10' wing, assist axle, pup pull plate and sand spreader, based upon the price established through the Brookings County bid process.

Roll call vote: Jensen "aye," Pierce "aye," Yseth "aye," Miller "aye," Krogman "aye."
Motion carried.

RESOLUTION #16-06

A RESOLUTION AUTHORIZING THE PURCHASE OF A DUMP BODY, HOIST, HYDRAULICS, TRUCK PLOW HITCH, WITH OPTIONS: REVERSIBLE PLOW, MID MOUNT 10' WING, ASSIST AXLE, PUP PULL PLATE AND SAND SPREADER, BASED UPON THE PRICE ESTABLISHED THROUGH THE BROOKINGS COUNTY BID PROCESS.

WHEREAS, the Brookings County Highway Department has recently gone through a competitive sealed bidding process for Dump Body, Hoist, Hydraulics, Truck Plow Hitch, With Options: Directional Plow, Mid mount 10' Wing, Assist Axle, Pup Pull Plate and Sand Spreader, such bidding process culminating in the bids being opened on June 30, 2015.

WHEREAS, Northern Truck Inc., was the lowest responsible bidder under such Brookings County, South Dakota bid process and Brookings County accepted such bid for Dump Body, Hoist, Hydraulics, Truck Plow Hitch, With Options: Reversible Plow, Mid mount 10' Wing, Assist Axle, Pup Pull Plate and Sand Spreader.

NOW THEREFORE, BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to purchase one (1) Dump Body, Hoist, Hydraulics, Truck Plow Hitch, With Options: Reversible Plow, Mid mount 10' Wing, Assist Axle, Pup Pull Plate and Sand Spreader from Northern Truck Inc. based upon the bid price, or less, as established through the competitive bidding process with the unit and specifications as follows:

Dump Body, Hoist, Hydraulics, Truck Plow Hitch,
With Options: Reversible Plow, Mid mount 10' Wing, Assist Axle,
Pup Pull Plate and Sand Spreader

With all standard equipment, warranties and guarantees
As described in the bid specification; together with options including but not limited to:

Price per unit with options 1-5: \$83,978.00
F.O.B. - Brookings County

IT IS FURTHER RESOLVED that such purchase shall be for delivery on or before May 2016

Adopted this 26th day of January 2016

Ryan Krogman
Chairperson
Brookings County
Board of County Commissioners

ATTEST:

Motion by Miller, seconded by Jensen to approve and authorize Chairperson Krogman to sign Agreement #16-01: a Joint Work Agreement between the Brookings County Highway Department and the Moody County Highway Department.

Roll call vote: Pierce “aye,” Yseth “aye,” Miller “aye,” Jensen “aye,” Krogman “aye.”
Motion carried.

Motion by Yseth, seconded by Miller to approve and authorize Chairperson Krogman to sign Agreement #16-02: a sublease agreement with the South Dakota Department of Health. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Yseth “aye,” Miller “aye,” Jensen “aye,” Pierce “aye,” Krogman “aye.”
Motion carried.

The board discussed restructuring the makeup of correctional officers in the jail.

Sheriff Martin Stanwick and Jail Administrator Bart Sweebe both said with the increase in the overall 24/7 Sobriety Program, they are needing a full-time correctional officer that can focus on the program. Stanwick noted there is a fund designated just for the 24/7 program and they could use this fund to help pay the employee’s salary. Stanwick proposed that the current part-time employee who focuses on this program be moved to a full-time position. Stanwick said they would not replace the part-time position.

Motion by Miller, seconded by Jensen to approve an additional full-time correctional officer at the Brookings County Detention Center.

Roll call vote: Miller “aye,” Jensen “aye,” Pierce “aye,” Yseth “aye,” Krogman “aye.”
Motion carried.

The board discussed creating a subcommittee for the jail expansion project.

Krogman said with the jail expansion, there will be a lot of meetings so having a subcommittee and appointing members would be very efficient. By consensus, the board agreed to form a subcommittee. Chairperson Krogman appointed Commissioners Miller and Jensen to the jail expansion subcommittee. Stanwick also suggested Deputy States Attorney Teree Nesvold, Jail Administrator Bart Sweebe, and Judge Gregory Stoltenburg be a part of the subcommittee.

The board discussed the 2016 Chamber Membership fees.

Motion by Pierce, seconded by Miller to approve the 2016 Chamber Membership fee of \$900. Miller asked if the county could have a government fee because the fees listed do not fit the county’s needs. Miller suggested that Commission Department Director Stacy Steffensen send a strong, recommendation that the Chamber come up with a government membership fee. Miller noted that the problem isn’t the cost, it is the benefits.

Motion by Yseth, seconded by Jensen to table action until the February 9, 2016 Commission Meeting. Roll call vote: Jensen “aye,” Pierce “aye,” Yseth “aye,” Miller “aye,” Krogman “aye.”
Motion carried.

The board presented County Development Director Robert Hill with a certificate from the South Dakota Emergency Management Association designating him as a Certified Emergency Manager-Advanced.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report.

Steffensen said the county has received the final grant payments for both the Agri-Business Grant and the Governor's Office of Economic Development Grant for the 213th Street Project. Steffensen also discussed upcoming dates.

Deputy States Attorney Teree Nesvold had no report.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce reported on the Planning & Zoning Meeting; attended the Governmental Affairs Meeting; attended the Volga Fireman's Social; and participated in the Director of Equalization Interviews. Pierce said she will be attending the Planning & Zoning Meeting Tuesday, January 26th.

Commissioner Jensen participated in the Director of Equalization Interviews; attended the Chamber Events at the Swiftel Center; attended Brookings Day at the Legislature; reported on the BATA Meeting; and attended the Optimist's Club Breakfast. Jensen also clarified the statement he made when the board was designating funds that he would like to see 213th Street completed from 34th Avenue to the Novita plant by 2017. He said it was reported that he wanted 217th Street done, which was a mistake.

Commissioner Miller attended a meeting in Volga on Samara Ave; attended a meeting with the Swiftel Center's schedulers, Swiftel Center Executive Director Tom Richter, 4-H Advisor Sonia Mack, and Commission Department Director Stacy Steffensen; reported on the First District Meeting in DeSmet; attended the Volga Fireman's Social; attended the Weed Board Meeting; participated in the Director of Equalization Interviews; attended the Chamber's Annual Meeting at the Swiftel Center; and attended the Extension Board Meeting. Miller said she received an estimate to fix the south door leading in to the County Resource Center. Miller also attended Governor Dennis Daugaard's Luncheon; attended Brookings Day at the Legislature; and attended the Optimist's Club Breakfast.

Commissioner Yseth attended a meeting in Volga on Samara Avenue; met with an architect about the jail expansion project; attended the Growth Partnership Meeting; and reported on the ICAP Meeting.

Commissioner Krogman attended a meeting in Volga on Samara Avenue; attended the BEDC Meeting; attended the Pandemic Preparedness Committee Meeting with County Development Director Robert Hill; attended a BEDC Meeting; attended Governor Dennis Daugaard's Address; attended the East Central Behavioral Meeting; attended Brookings Day at the Legislature; and attended a Brookings County Housing Meeting.

ADJOURNMENT

Motion by Yseth, seconded by Pierce to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, February 9, 2016 at 8:30 a.m.

It is the policy of Brookings County, South Dakota not to discriminate against the Handicapped of Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

Jenna Peterson
Finance Assistant II
Brookings County

Published once at the approximate cost of_____.

Travel/Education Request Form

Name(s) Michael Holzhauser

Department Human Services Position Department Head

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
2/11/2016			Sioux Falls

Reason for Travel:

Welfare district training

Passengers: _____

Estimated Expenses:

•Method of Travel: ☐ County Vehicle ☒ Private Auto ☐ Air
120 Miles \$ 0.42 /mile =\$ 50.40

•Meals: Breakfast @ \$ =\$ 0.00
1 Lunch @ \$ 11.00 =\$ 11.00
 Dinner @ \$ =\$ 0.00

Employees will not be reimbursed for meals that are included in the registration fee.

•Additional Expenses (taxi, parking, etc.):
Please list _____ =\$ _____

•Lodging: _____ Estimated number of days/nights =\$ _____

•Registration: _____ Estimated Cost =\$ _____

Total Cost Estimate =\$ 61.40

•Department Head designated mileage rate: \$ _____ /mile

•A travel advance form is attached to this request ☐ Yes ☒ No

Department Head Signature

Date

Michael Holzhauser

From: Deb Bozentko <BCWelfare1@beadlesd.org>
Sent: Friday, January 29, 2016 3:13 PM
To: 'Aurora Welfare' (auroracounty.welfaredirector@gmail.com); Michael Holzhauser; brulaud@midstatesd.net; 'elaine.wulff@state.sd.us'; Hand County; Hyde Auditor (hydeaud@venturecomm.net); Jerauld SA (sadmich@venturecomm.net); Jerauld County; 'Lake Welfare' (lakewelfare@lakecountysd.com); Gpage@minercountysd.org; 'mcaud1@moodycounty.net'; 'mcaud2@moodycounty.net'; 'sancoaud@santel.net'
Subject: District Training

Good afternoon!! If you have not already done so, please let me know if you will be attending the District Training, February 18th from 10:00 – 3:00
At Hand County Courthouse in Miller. The topic will Policies and PROCEDURES- please bring along what you may have in place if you have them!!!!

Other trainings will be: February 11th – Ray Koens – Minnehaha County
February 25th – Charlene Doorn – Pennington County

Hope to see you at one of the meetings!! HAVE A GOOD WEEKEND!

Deborah Bozentko
Welfare Director
605-353-8418
450 Third Street SW
Suite 103
Huron, SD 57350

Travel/Education Request Form

Name(s) Commissioners, Stacy Steffensen, Michael Holzhauser

Department Commission & Human Services Position _____

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
March 15-17, 2016			Pierre

Reason for Travel:

County Commissioners and Welfare Officials Workshop

Passengers: _____

Estimated Expenses:

•Method of Travel: ☒ County Vehicle ☒ Private Auto ☐ Air
 382 Miles \$ 0.42 /mile =\$ 160.44

•Meals: 12 Breakfast @ \$ 6.00 =\$ 72.00
 12 Lunch @ \$ 11.00 =\$ 132.00
 12 Dinner @ \$ 15.00 =\$ 180.00

Employees will not be reimbursed for meals that are included in the registration fee.

•Additional Expenses (taxi, parking, etc.):
 Please list _____ =\$ _____

•Lodging: _____ Estimated number of days/nights =\$ _____

•Registration: 550 Estimated Cost =\$ 550.00

Total Cost Estimate =\$ 1,094.44

•Department Head designated mileage rate: \$ _____ /mile

•A travel advance form is attached to this request ☐ Yes ☐ No

Stacy Steffensen
 Department Head Signature

1-26-16
 Date

South Dakota Association of County Commissioners
County Commissioners and Welfare Officials Workshop

Wednesday, March 16, 2016
Thursday, March 17, 2016
Pierre Ramkota

REGISTRATION FEE:

County Commissioners

Two Day Registration \$100.00

Start time – 8:30 AM Wednesday

Welfare Officials

One Day Registration \$50.00

(March 17th) Start time 8:45 AM

Please note this registration form is for County Commissioners and Welfare Directors

Please register the following from Brookings County

<u>NAME</u>	<u>POSITION</u>
1. <u>Stephne Miller</u>	<u>Commissioner</u>
2. <u>Ryan Krogman</u>	<u>Commissioner</u>
3. <u>Lee Ann Pierce</u>	<u>Commissioner</u>
4. <u>Larry Jensen</u>	<u>Commissioner</u>
5. <u>Stacy Steffensen</u>	<u>Commission Dept. Director</u>
6. <u>Michael Holzhauser</u>	<u>Human Services Director</u>

Return with prepayment by **Friday, March 11, 2016:** SDACC
(No refund after this date) 211 E Prospect Ave
Pierre, SD 57501

Room blocks have been made at the following hotels:
(Blocks under "SD Counties" and will be released on February 12th, 2016)

Ramkota Hotel – 224-6877 - \$92.99 s/ 102.99 d

Quality Inn – 224-0377 - \$55.00

410 W Sioux Ave

Governors Inn – 224-4200 - \$83.00 s / \$90.00 d

320 W Sioux Ave

Days Inn – 224-0411 – \$73.99

520 W Sioux Ave

ClubHouse – 494-2582 - \$134.00

110 E Sioux Ave

Super 8 – 224-1617 - \$49.99

320 W Sioux Ave

Department	Highway	Position	Superintendent
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Date(s)	Beginning Odometer	Ending Odometer	Destination
March 22-24, 2016			Oacoma, SD

2016 Short Course

- | | | | | | |
|---------|---|-------------|----|--|-----------|
| •Meals: | 0 | Breakfast @ | \$ | | = \$ 0.00 |
| | 2 | Lunch @ | \$ | | = \$ 0.00 |
| | 2 | Dinner @ | \$ | | = \$ 0.00 |

Employees will not be reimbursed for meals that are included in the registration fee.

Total Cost Estimate = \$ 190.00

- Department Head designated mileage rate: \$ 0.50 /mile

- A travel advance form is attached to this request ☐ Yes ☒ No

Richard Bird

Department Head Signature

1-

Date _____



**2016 SHORT COURSE REGISTRATION FORM
CEDAR SHORE RESORT, OACOMA, SD - MARCH 22-24, 2016**

**PRE-REGISTRATION
DEADLINE IS MARCH 11, 2016**

COUNTY/ORGANIZATION	Brookings County Highway Department				
NAME	Richard Birk	TITLE	Highway Superintendent		
SPOUSE/GUEST		PHONE	605-696-8270		
ADDRESS	422 Western Ave.				
CITY	Brookings	STATE	SD	ZIP	57006

REGISTRATION FEES

REGISTRATION TYPE	BY 3/11/16	AFTER 3/11/16	TOTAL
COUNTY, DOT, LTAP EMPLOYEES	\$80	\$100	80.00
VENDOR	\$100	\$120	
SPOUSE / SIGNIFICANT OTHER	\$20	\$40	
ONE COMPLIMENTARY REGISTRATION W/ BOOTH REGISTRATION	FREE	FREE	
			80.00

Attendance at any/all conference functions requires registration. Many of the conference sessions will be beneficial to you and your staff and conference registration is prerequisite to attending. *Registrants will be issued nametags, which are required for admittance to all functions.*

PAYMENT TYPE

☐ Visa ☒ MasterCard ☐ Discover ☐ Check - Make payable to SDACHS ☐ Purchase Order No. _____

Credit Card Number	Exp. Date	Security Code
Brookings County	NA	605-696-8270
Name on Card	Signature	Phone Number
520 3rd St. Suite 210	Brookings	SD
Address	City	State

* A 3.5% convenience fee will be assessed to each credit card transaction.

Mail Registration Form and payment to: SDACHS, DJ Buthe, Secretary/Treasurer, PO Box 1364, Sioux Falls, SD 57101

Please pre-register for the following meals by circling your selection:		Attendee / Vendor	Spouse / Guest
Tuesday, March 22			
3:00 – 5:00 am	Vendor Expo Hors d'oeuvres	YES or NO	YES or NO
Wednesday, March 23			
7:00 – 8:00 am	Continental Breakfast at Registration	YES or NO	YES or NO
11:45 – 1:15 pm	Lunch Buffet	YES or NO	YES or NO
5:30 – 8:30 pm	President's Reception, Banquet with Entertainment	BEEF or CHICKEN	BEEF or CHICKEN
Thursday, March 24			
7:00 – 8:00 am	Breakfast Buffet	YES or NO	YES or NO

Personnel Action Notice Summary

Commission Meeting: February 9, 2016

Employee Name:	Gary Norgaard				
Department:	Highway	Position:	Equipment Operator		
Effective Date:	01/01/2016	Salary/Wage:	\$	21.22	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Michael Scott				
Department:	Highway	Position:	Mechanic/Fabricator		
Effective Date:	01/19/2016	Salary/Wage:	\$	20.83	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Shiann Hauptert				
Department:	Sheriff	Position:	Correctional Officer		
Effective Date:	01/25/2016	Salary/Wage:	\$	17.33	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Tonia Thornton				
Department:	Sheriff	Position:	Correctional Officer		
Effective Date:	01/26/2016	Salary/Wage:	\$	17.33	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Personnel Action Notice Summary

Commission Meeting: February 9, 2016

Employee Name:	Kimberly Ellingson				
Department:	4-H/Extension	Position:	Administrative Assistant		
Effective Date:	02/01/2016	Salary/Wage:	\$	17.33	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Alisha Haddock				
Department:	Sheriff	Position:	Correctional Officer		
Effective Date:	02/03/2016	Salary/Wage:	\$	16.99	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Melanie Kindt				
Department:	Sheriff	Position:	Administrative Assistant		
Effective Date:	02/04/2016	Salary/Wage:	\$	15.80	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:					
Department:		Position:			
Effective Date:		Salary/Wage:			
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Cellular Authorization Form

Employee Name: Michael Scott

Employee Position: Mechanic

Employee Phone Number: 320-894-6533

Cellular Service Allowance Tier:

☐ **Basic Usage \$30 monthly allowance.** *This tier is to be used by individuals who need cellular service during their regularly scheduled hours for Brookings County. They would have limited, infrequent need for use outside of their regularly scheduled shift, but do need access to cell phone service during scheduled work hours as a requirement for the position. This tier cannot be used if the need can be met by the loaner phone program.*

☒ **High Usage \$45 monthly allowance.** *This tier must meet the qualifications of the previous tier and in addition, is to be used by employees who are regularly contacted outside of regularly scheduled working hours for business specific purposes.*

☐ **Extensive Usage \$60 monthly allowance.** *This tier must meet the qualifications of the previous tiers. This tier is for management and exempt level employees who are essentially on call to the public, the board, or their staff whether at or away from work.*

☐ **Data Plan \$45 monthly allowance.** *This allowance is available to exempt level employees, department heads, or other IT staff that have a business-need to be in direct communication with email and other technology capabilities whether on or off duty.*

Total Allowance Requested: 45.00

Payroll Start Date: February 8-19, 2016

Authorized by: 
Department Head Signature

Date: 1-21-16

Board Approval: _____
Commission Chairperson/ Designee

Date: _____

HR Received: _____

Date: _____

Cellular Authorization Form

Employee Name: Chris Lilla

Employee Position: Director of Equalization

Employee Phone Number: 605-691-3843

Cellular Service Allowance Tier:

☐ **Basic Usage \$30 monthly allowance.** This tier is to be used by individuals who need cellular service during their regularly scheduled hours for Brookings County. They would have limited, infrequent need for use outside of their regularly scheduled shift, but do need access to cell phone service during scheduled work hours as a requirement for the position. This tier cannot be used if the need can be met by the loaner phone program.

☐ **High Usage \$45 monthly allowance.** This tier must meet the qualifications of the previous tier and in addition, is to be used by employees who are regularly contacted outside of regularly scheduled working hours for business specific purposes.

☒ **Extensive Usage \$60 monthly allowance.** This tier must meet the qualifications of the previous tiers. This tier is for management and exempt level employees who are essentially on call to the public, the board, or their staff whether at or away from work.

☒ **Data Plan \$45 monthly allowance.** This allowance is available to exempt level employees, department heads, or other IT staff that have a business-need to be in direct communication with email and other technology capabilities whether on or off duty.

Total Allowance Requested: \$105

Payroll Start Date: _____

Authorized by: _____

Department Head Signature

Date: 1-26-16

Board Approval: _____

Commission Chairperson/ Designee

Date: _____

HR Received: _____

Date: _____

For Commission Use Only

Date Submitted to Board of County Commissioners: February 9, 2016

Reference #: 15-157

Request: Rent

Amount: \$ 362.50

Recommendation of County Assistance Officer: Approved - One month past due rent - \$362.50

Reference #: 16-011

Request: Avera McKennan - 7/28/2015

Amount: \$ 9,883.85

Recommendation of County Assistance Officer: Deny - Failure to comply with application process
Certified letter sent - 1/14/2016 - Returned unclaimed

Reference #: 16-020

Request: Avera McKennan - 5/29/2015

Amount: \$ 9,888.77

Recommendation of County Assistance Officer: Deny - Failure to comply with application process
Certified letter sent 1/14/2016 - Returned unclaimed

Reference #: 16-020

Request: Avera McKennan - 6/16 - 6/17/2015

Amount: \$ 12,601.97

Recommendation of County Assistance Officer: Deny - Failure to comply with application process

Reference #: 16-020

Request: Avera McKennan - 6/16thru 7/09/2015

Amount: \$ 37,284.52

Recommendation of County Assistance Officer: Deny - Failure to comply with application process

Reference #: 16-020

Request: Avera McKennan -- 6/16/2015 thru

Amount: \$ 5,623.30

Recommendation of County Assistance Officer: Deny - Failure to comply with application process

Reference #: 16-022

Request: Brookings Municipal Utilities

Amount: \$ 122.51

Recommendation of County Assistance Officer: Approved - Winter Disconnect - \$122.51

Reference #: 16-024

Request: Brookings Hospital - 11/30 thru 12/3/2015

Amount: \$ 7,711.67

Recommendation of County Assistance Officer: Deny - Not emergent

Reference #: 16-025

Request: County Burial

Amount: \$ 3,000.00

Recommendation of County Assistance Officer: Approved - County Burial - \$3,000.00

Reference #: 16-026

Request: Avera McKennan - 1/10 thru 1/11/2016

Amount: \$ 4,329.90

Recommendation of County Assistance Officer: Deny - No NOH from hospital.

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 111 COMMISSIONERS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11552	JENSEN, LARRY	I-20160201-11552	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-13058	STEFFENSEN, STACY	I-20160201-13058	101-4-111-4280	CELL PHONE REIMBURSEMENT		105.00
01-20259	MILLER, STEPHNE	I-20160201-20259	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-21126	YSETH, TOM	I-20160201-21126	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-21131	KROGMAN, RYAN	I-20160201-21131	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-21600	LITTLECOTT, LAURA	I-20160201-21600	101-4-111-4280	CELL PHONE REIMBURSEMENT		45.00
01-22022	PIERCE, LEANN	I-20160201-22022	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00

DEPARTMENT 111	COMMISSIONERS	TOTAL:	525.00
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VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10451	BUSETH, VICKI	I-20160201-10451	101-4-120-4260	CELL PHONE REIMBURSEMENT		5.25
01-13422	WITCHEY, KRISTEN	I-20160201-13422	101-4-120-4260	CELL PHONE REIMBURSEMENT		15.00
DEPARTMENT 120 ELECTIONS						TOTAL: 20.25

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10451	BUSETH, VICKI	I-20160201-10451	101-4-143-4280	CELL PHONE REIMBURSEMENT		99.75
01-13422	WITCHEY, KRISTEN	I-20160201-13422	101-4-143-4280	CELL PHONE REIMBURSEMENT		60.00
DEPARTMENT 143 FINANCE OFFICE					TOTAL:	159.75

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 151 STATES ATTORNEY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21150	HOWARD, ABIGAIL A.	I-20160201-21150	101-4-151-4280	CELL PHONE REIMBURSEMENT		105.00
01-22020	NESVOLD, TERE	I-20160201-22020	101-4-151-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 151 STATES ATTORNEY TOTAL:						210.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 161 COUNTY BUILDING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12067	MOLENGRAAF, JOHN	I-20160201-12067	101-4-161-4280	CELL PHONE REIMBURSEMENT		30.00
01-22021	SCHEER, AARON	I-20160201-22021	101-4-161-4280	CELL PHONE REIMBURSEMENT		15.00
DEPARTMENT 161 COUNTY BUILDING					TOTAL:	45.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10862	DRAGSETH, JOYCE	I-20160201-10862	101-4-162-4280	CELL PHONE REIMBURSEMENT		105.00
01-11803	LILLA, CHRISTOPHER L.	I-20160201-11803	101-4-162-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL:						210.00

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10548	CHAPMAN, BEVERLY	I-20160201-10548	101-4-163-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 163 REGISTER OF DEEDS TOTAL:						105.00

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-20191	HOLZHAUSER, MICHAEL	I-20160201-20191	101-4-165-4280	CELL PHONE REIMBURSEMENT		86.10
DEPARTMENT 165 VETERAN'S SERVICE TOTAL:						86.10

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 167 TECHNOLOGY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21618	PLOWMAN, SHAWN	I-20160201-21618	101-4-167-4260	CELL PHONE REIMBURSEMENT		90.00
DEPARTMENT 167 TECHNOLOGY						TOTAL: 90.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 211 SHERIFF'S OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11156	GIEGLING, MIKE	I-20160201-11156	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-11248	HAIDER, DARIN	I-20160201-11248	101-4-211-4280	CELL PHONE REIMBURSEMENT		60.00
01-12403	PIKE, JON	I-20160201-12403	101-4-211-4280	CELL PHONE REIMBURSEMENT		60.00
01-12861	SEBRING, SCOTT	I-20160201-12861	101-4-211-4280	CELL PHONE REIMBURSEMENT		105.00
01-13030	STANWICK, MARTIN	I-20160201-13030	101-4-211-4280	CELL PHONE REIMBURSEMENT		105.00
01-13078	STOLTENBURG, MICHAEL	I-20160201-13078	101-4-211-4280	CELL PHONE REIMBURSEMENT		15.00
01-13238	UMBERGER, CHARLES	I-20160201-13238	101-4-211-4280	CELL PHONE REIMBURSEMENT		45.00
01-20493	KRIESE, JEREMY	I-20160201-20493	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-21009	GENGLER, MICHAEL	I-20160201-21009	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-21450	BITELER, DAVID	I-20160201-21450	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-21550	LANGSTRAAT, MANUAL	I-20160201-21550	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-21569	MCCREA, DON	I-20160201-21569	101-4-211-4280	CELL PHONE REIMBURSEMENT		15.00
01-21716	HOEKMAN, DEVAN	I-20160201-21716	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22021	SCHEER, AARON	I-20160201-22021	101-4-211-4280	CELL PHONE REIMBURSEMENT		15.00
01-22023	DOREMUS, SEAN	I-20160201-22023	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00

DEPARTMENT 211 SHERIFF'S OFFICE TOTAL: 630.00

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10781	DEJONG, DARREN J.	I-20160201-10781	101-4-212-4280	CELL PHONE REIMBURSEMENT		60.00
01-13118	SWEEBE, BART	I-20160201-13118	101-4-212-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 212 COUNTY JAIL						TOTAL: 165.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 213 CORONER

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-22019	HIEB, RICHARD	I-20160201-22019	101-4-213-4280	CELL PHONE REIMBURSEMENT		30.00
DEPARTMENT 213 CORONER						TOTAL: 30.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 411 WELFARE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12399	PIERCE, IRENE	I-20160201-12399	101-4-411-4280	CELL PHONE REIMBURSEMENT		45.00
01-20191	HOLZHAUSER, MICHAEL	I-20160201-20191	101-4-411-4280	CELL PHONE REIMBURSEMENT		18.90
DEPARTMENT 411 WELFARE					TOTAL:	63.90

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21197	MOSER, MISTY	I-20160201-21197	101-4-615-4280	CELL PHONE REIMBURSEMENT		75.00
DEPARTMENT 615 WEED CONTROL						TOTAL: 75.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 101 GENERAL FUND

DEPARTMENT: 711 PLANNING & ZONING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11308	HAUGEN, RICHARD	I-20160201-11308	101-4-711-4280	CELL PHONE REIMBURSEMENT		45.00
01-11365	HILL, ROBERT	I-20160201-11365	101-4-711-4280	CELL PHONE REIMBURSEMENT		26.25
DEPARTMENT 711 PLANNING & ZONING TOTAL:						71.25
FUND 101 GENERAL FUND TOTAL:						2,486.25

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 201 ROAD & BRIDGE FUND

DEPARTMENT: 311 HIGHWAY ADMINISTRATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10106	ANDERSON, JEFFREY G	I-20160201-10106	201-4-311-4280	CELL PHONE REIMBURSEMENT		75.00
01-11118	FRIEDRICH, CLIFF	I-20160201-11118	201-4-311-4280	CELL PHONE REIMBURSEMENT		45.00
01-11226	GROSS, LINDA	I-20160201-11226	201-4-311-4280	CELL PHONE REIMBURSEMENT		30.00
01-20828	BIRK, RICHARD	I-20160201-20828	201-4-311-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL:						255.00

FUND 201 ROAD & BRIDGE FUND TOTAL:						255.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01481 Feb 2016 Cell Phone 2.09.

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11365	HILL, ROBERT	I-20160201-11365	226-4-222-4280	CELL PHONE REIMBURSEMENT		78.75
DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL:						78.75
FUND 226 EMERGENCY MANAGEMENT TOTAL:						78.75
REPORT GRA TOTAL:						2,820.00

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2016	101-4-111-4280	UTILITIES	525.00	5,760	5,235.00				
	101-4-120-4260	ELECTION SUPPLIES	20.25	7,500	6,539.34				
	101-4-143-4280	UTILITIES	159.75	5,000	4,680.50				
	101-4-151-4280	TELEPHONE	210.00	3,500	3,080.00				
	101-4-161-4280	UTILITIES/COURTHOUSE	45.00	50,100	45,533.22				
	101-4-162-4280	TELEPHONE	210.00	1,800	1,485.00				
	101-4-163-4280	TELEPHONE	105.00	1,200	990.00				
	101-4-165-4280	TELEPHONE	86.10	1,200	1,027.80				
	101-4-167-4260	SUPPLIES	90.00	22,000	20,820.39				
	101-4-211-4280	UTILITIES	630.00	17,355	15,292.88				
	101-4-212-4280	UTILITIES	165.00	30,000	26,776.17				
	101-4-213-4280	TELEPHONE	30.00	360	300.00				
	101-4-411-4280	TELEPHONE	63.90	2,200	2,072.20				
	101-4-615-4280	TELEPHONE	75.00	2,500	2,182.13				
	101-4-711-4280	TELEPHONE	71.25	1,600	1,457.50				
	201-4-311-4280	UTILITIES	255.00	34,000	31,364.35				
	226-4-222-4280	TELEPHONE	78.75	1,600	1,442.50				
		** 2016 YEAR TOTALS	2,820.00						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	525.00
101-120	ELECTIONS	20.25
101-143	FINANCE OFFICE	159.75
101-151	STATES ATTORNEY	210.00
101-161	COUNTY BUILDING	45.00
101-162	DIRECTOR OF EQUALIZATION	210.00
101-163	REGISTER OF DEEDS	105.00
101-165	VETERAN'S SERVICE	86.10
101-167	TECHNOLOGY	90.00
101-211	SHERIFF'S OFFICE	630.00
101-212	COUNTY JAIL	165.00
101-213	CORONER	30.00
101-411	WELFARE	63.90
101-615	WEED CONTROL	75.00
101-711	PLANNING & ZONING	71.25
101 TOTAL	GENERAL FUND	2,486.25

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
201-311	HIGHWAY ADMINISTRATION	255.00

201 TOTAL	ROAD & BRIDGE FUND	255.00
226-222	EMERGENCY & DISASTER SERV	78.75

226 TOTAL	EMERGENCY MANAGEMENT	78.75

** TOTAL **		2,820.00

NO ERRORS

** END OF REPORT **

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 111 COMMISSIONERS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10340	BROOKINGS AREA CHAMBER	I-201602025830	101-4-111-4270	STATE OF THE STATE TOUR		75.00
01-10536	CENTRAL BUSINESS SUPPLY	I-201602025844	101-4-111-4260	ENVELOPES, TONER, PAPER		80.79
01-12522	RFD	I-201602025919	101-4-111-4230	COMMISSION MINUTES, LEGALS		1,255.32
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-111-4140	2016 RENEWAL BILLING		450.00
01-20259	MILLER, STEPHNE	I-201602025905	101-4-111-4270	TRAVEL TO PIERRE, BRK DAY		160.44
DEPARTMENT 111 COMMISSIONERS					TOTAL:	2,021.55

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 120 ELECTIONS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-22040	HART INTERCIVIC	I-201602025869	101-4-120-4222	EPOLLBOOK LICENSE & SUPPORT		2,929.00
DEPARTMENT 120 ELECTIONS					TOTAL:	2,929.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 130 JUDICIAL SYSTEM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10125	ARAGON, ANTONIO	I-201602025825	101-4-130-4290	THREE HRS TRANSLATION SERVICE		150.00
01-10390	BROOKINGS HEALTH SYSTEM	I-201602025838	101-4-130-4230	DECEMBER BLOOD TESTING		2,774.00
01-11300	PATRICIA J HARTSEL	I-201602025870	101-4-130-4226	TRANSCRIPTS		34.00
01-11300	PATRICIA J HARTSEL	I-201602025871	101-4-130-4226	TRANSCRIPTS		37.40
01-11300	PATRICIA J HARTSEL	I-201602025872	101-4-130-4226	TRANSCRIPTS		40.80
01-11300	PATRICIA J HARTSEL	I-201602025873	101-4-130-4226	TRANSCRIPTS		27.20
01-11300	PATRICIA J HARTSEL	I-201602025874	101-4-130-4226	TRANSCRIPTS		54.40
01-11300	PATRICIA J HARTSEL	I-201602025963	101-4-130-4226	TRANSCRIPTS		6.40
01-11300	PATRICIA J HARTSEL	I-201602025964	101-4-130-4226	TRANSCRIPTS		7.60
01-11300	PATRICIA J HARTSEL	I-201602025965	101-4-130-4226	TRANSCRIPTS		8.40
01-11847	DONALD MCCARTY	I-201602025893	101-4-130-4222	CAA XXXX		676.40
01-11847	DONALD MCCARTY	I-201602025894	101-4-130-4222	CAA XXXX		738.00
01-11847	DONALD MCCARTY	I-201602025895	101-4-130-4222	CAA XXXX		612.00
01-11847	DONALD MCCARTY	I-201602025896	101-4-130-4222	CAA XXXX		490.50
01-11847	DONALD MCCARTY	I-201602025897	101-4-130-4222	CAA XXXX		796.50
01-11847	DONALD MCCARTY	I-201602025898	101-4-130-4222	CAA XXXX		463.50
01-11847	DONALD MCCARTY	I-201602025899	101-4-130-4222	CAA XXXX		432.00
01-11847	DONALD MCCARTY	I-201602025900	101-4-130-4222	CAA XXXX		517.50
01-11847	DONALD MCCARTY	I-201602025962	101-4-130-4223	CAA XXXX		2,287.25
01-12179	NANCY J NELSON	I-201602025909	101-4-130-4223	CAA XXXX		663.32
01-12179	NANCY J NELSON	I-201602025910	101-4-130-4222	CAA XXXX		501.40
01-12179	NANCY J NELSON	I-201602025911	101-4-130-4222	CAA XXXX		644.00
01-12602	RICK RIBSTEIN	I-201602025920	101-4-130-4222	CAA XXXX		1,913.10
01-12602	RICK RIBSTEIN	I-201602025921	101-4-130-4222	CAA XXXX		1,709.68
01-13262	VANDENBERG LAW	I-201602025934	101-4-130-4222	CAA XXXX		1,422.50
01-13262	VANDENBERG LAW	I-201602025935	101-4-130-4222	CAA XXXX		207.00
01-13262	VANDENBERG LAW	I-201602025936	101-4-130-4222	CAA XXXX		787.50
01-13262	VANDENBERG LAW	I-201602025937	101-4-130-4222	CAA XXXX		769.00
01-13262	VANDENBERG LAW	I-201602025959	101-4-130-4222	CAA XXXX		502.50
01-13262	VANDENBERG LAW	I-201602025960	101-4-130-4222	CAA XXXX		594.50
01-13389	TERRY D WIECZOREK PC	I-201602025944	101-4-130-4222	CAA XXXX		467.43
01-13389	TERRY D WIECZOREK PC	I-201602025945	101-4-130-4222	CAA XXXX		581.62
01-13389	TERRY D WIECZOREK PC	I-201602025946	101-4-130-4222	CAA XXXX		258.87
01-13389	TERRY D WIECZOREK PC	I-201602025947	101-4-130-4222	CAA XXXX		73.60
01-13389	TERRY D WIECZOREK PC	I-201602025948	101-4-130-4222	CAA XXXX		265.47
01-13389	TERRY D WIECZOREK PC	I-201602025949	101-4-130-4222	CAA XXXX		1,135.21
01-13389	TERRY D WIECZOREK PC	I-201602025950	101-4-130-4222	CAA XXXX		552.87
01-13389	TERRY D WIECZOREK PC	I-201602025961	101-4-130-4222	CAA XXXX		273.65
01-16140	JACOBSON, DAVID	I-201602025952	101-4-130-4280	WITNESS FEES		20.00
01-20023	GASS LAW, PC	I-201602025863	101-4-130-4222	CAA XXXX		586.61
01-20985	FITE, PIERCE & RONNING	I-201602025855	101-4-130-4222	CAA XXXX		1,196.10
01-21064	BENJAMIN L. KLEINJAN	I-201602025880	101-4-130-4222	CAA XXXX		342.00
01-21064	BENJAMIN L. KLEINJAN	I-201602025881	101-4-130-4222	CAA XXXX		139.50
01-21064	BENJAMIN L. KLEINJAN	I-201602025882	101-4-130-4222	CAA XXXX		252.00
01-21064	BENJAMIN L. KLEINJAN	I-201602025883	101-4-130-4222	CAA XXXX		558.00
01-21064	BENJAMIN L. KLEINJAN	I-201602025884	101-4-130-4222	CAA XXXX		684.00
01-21064	BENJAMIN L. KLEINJAN	I-201602025885	101-4-130-4222	CAA XXXX		495.00
01-21064	BENJAMIN L. KLEINJAN	I-201602025886	101-4-130-4222	CAA XXXX		108.50
01-21064	BENJAMIN L. KLEINJAN	I-201602025887	101-4-130-4222	CAA XXXX		527.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 130 JUDICIAL SYSTEM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-22039	JENNIFER GOLDAMMER	I-201602025864	101-4-130-4222	CAA XXXX		274.50
01-22039	JENNIFER GOLDAMMER	I-201602025865	101-4-130-4222	CAA XXXX		481.50
01-22039	JENNIFER GOLDAMMER	I-201602025866	101-4-130-4222	CAA XXXX		432.00
01-22039	JENNIFER GOLDAMMER	I-201602025867	101-4-130-4222	CAA XXXX		85.50
01-22039	JENNIFER GOLDAMMER	I-201602025868	101-4-130-4222	CAA XXXX		342.00
01-22041	VICKI BINGHAM	I-201602025953	101-4-130-4280	WITNESS FEES		20.00
01-22041	VICKI BINGHAM	I-201602025954	101-4-130-4280	WITNESS FEES		20.00
01-22042	SARA NYGAARD	I-201602025955	101-4-130-4280	WITNESS FEES		20.00
01-22043	PENNY WILSON	I-201602025956	101-4-130-4280	WITNESS FEES		20.00

DEPARTMENT 130 JUDICIAL SYSTEM TOTAL: 30,081.28

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201602025843	101-4-143-4260	TAX FORMS & ENVELOPES		309.39
01-10541	CENTURY BUSINESS PRODUC	I-201602025845	101-4-143-4250	COPIER CONTRACT		53.15
01-12261	OFFICE PEEPS INC	I-201602025915	101-4-143-4260	PAPER, RIBBONS, POST-ITS		130.81
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-143-4140	2016 RENEWAL BILLING		831.00
01-19128	EXECUTIVE MGMT FINANCE	I-201602025854	101-4-143-4280	TECH ACCESS FEE DEC 2015		29.00

DEPARTMENT 143 FINANCE OFFICE TOTAL: 1,353.35

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 151 STATES ATTORNEY

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-151-4140	2016 RENEWAL BILLING		917.00
01-19603	MEDIACOM LLC	I-201602025906	101-4-151-4260	LAW LIBRARY INTERNET - FEB 16		75.90
				DEPARTMENT 151 STATES ATTORNEY	TOTAL:	992.90

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 161 COUNTY BUILDING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10684	COURTESY PLUMBING INC	I-201602025850	101-4-161-4250	ELEMENT FOR WATER HEATER		16.95
01-11878	M&T FIRE & SAFETY INC	I-201602025892	101-4-161-4243	FIRST AID KIT REFILLS		103.00
01-12503	QUALIFIED PRESORT	I-201602025918	101-4-161-4267	ASSESSMENT NOTICES POSTAGE		4,500.00
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-161-4140	2016 RENEWAL BILLING		1,589.00
01-12931	SIOUX VALLEY CLEANERS I	I-201602025930	101-4-161-4250	WIC JANITORIAL JANUARY		442.00
01-20143	CITY OF BROOKINGS	I-201602025848	101-4-161-4243	JOINT BUILDING EXPENSES		4,645.85
01-21377	SAFE-N-SECURE	I-201602025924	101-4-161-4250	SERVICE CALL		263.47

DEPARTMENT 161	COUNTY BUILDING	TOTAL:	11,560.27
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VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11863	MCLEOD'S PRINTING & OFF	I-201602025903	101-4-162-4260	2016 ASSESSMENT NOTICE FORMS		419.84
01-11878	M&T FIRE & SAFETY INC	I-201602025891	101-4-162-4260	OFFICE SUPPLIES		35.00
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-162-4140	2016 RENEWAL BILLING		3,553.00

DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL: 4,007.84

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 163 REGISTER OF DEEDS

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12813	SDML WORKERS' COMP FUND I-201602025928		101-4-163-4140	2016 RENEWAL BILLING		350.00
DEPARTMENT 163 REGISTER OF DEEDS TOTAL:						350.00

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 165 VETERAN'S SERVICE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-165-4140	2016 RENEWAL BILLING		129.00
01-22008	NEWEGG BUSINESS INC	I-201602025913	101-4-165-4260	PRINTER		99.99
DEPARTMENT 165 VETERAN'S SERVICE TOTAL:						228.99

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 167 TECHNOLOGY

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201602025844	101-4-167-4260	ENVELOPES, TONER, PAPER		93.72
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-167-4140	2016 RENEWAL BILLING		229.00
DEPARTMENT 167 TECHNOLOGY				TOTAL:		322.72

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 168 HUMAN RESOURCES

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201602025844	101-4-168-4260	ENVELOPES, TONER, PAPER		3.90
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-168-4140	2016 RENEWAL BILLING		120.00
DEPARTMENT 168 HUMAN RESOURCES				TOTAL:		123.90

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 211 SHERIFF'S OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-201602025914	101-4-211-4261	OFFICE SUPPLIES		296.97
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-211-4140	2016 RENEWAL BILLING		14,585.00
01-18134	WALBURG, DUANE	I-201602025939	101-4-211-4221	ANIMAL CONTROL MILEAGE 1/9-22		8.00
01-19095	MR. V'S PROFESSIONAL BO	I-201602025907	101-4-211-4250	612 REPAIR - DEDUCTIBLE		500.00
01-19104	TASER INTERNATIONAL	I-201602025931	101-4-211-4350	TASERS		12,714.78
01-19107	CREATIVE PRODUCT SOURCI	I-201602025851	101-4-211-4260	D.A.R.E. SHIRTS		73.00
01-20016	HOMETOWN SERVICE & TIRE	I-201602025877	101-4-211-4250	RSVP TIRES		459.99
01-21166	CENTURY LINK	I-201602025847	101-4-211-4280	LONG DISTANCE PHONE		127.60

DEPARTMENT 211 SHERIFF'S OFFICE TOTAL: 28,765.34

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 212 COUNTY JAIL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10312	BOZIED OIL CO INC	I-201602025828	101-4-212-4265	TRANSPORT FUEL		15.47
01-11078	FOERSTER OFFICE & SUPPL	I-201602025857	101-4-212-4260	JAIL SUPPLIES		529.00
01-11453	HY-VEE FOOD STORE	I-201602025878	101-4-212-4290	INMATE MEALS		14,577.64
01-11855	MCKEEVER'S VENDING	I-201602025902	101-4-212-4260	INMATE COMMISSARY		746.82
01-12261	OFFICE PEEPS INC	I-201602025914	101-4-212-4260	OFFICE SUPPLIES		625.54
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-212-4140	2016 RENEWAL BILLING		12,196.00
01-13328	WALMART COMMUNITY	I-201602025940	101-4-212-4260	JAIL SUPPLIES		529.92
01-19104	TASER INTERNATIONAL	I-201602025931	101-4-212-4350	TASERS		2,825.50
01-22002	PROCHEM DYNAMICS LLC	I-201602025917	101-4-212-4250	CLEANING SUPPLIES		743.19
01-22045	KEVIN MURFIELD	I-201602025908	101-4-212-4265	TRANSPORT FUEL		21.02

DEPARTMENT 212 COUNTY JAIL TOTAL: 32,810.10

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 411 WELFARE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201602025835	101-4-411-4252	COP UTILITIES XXXX		122.51
01-10536	CENTRAL BUSINESS SUPPLY	I-201602025844	101-4-411-4272	ENVELOPES, TONER, PAPER		5.84
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-411-4140	2016 RENEWAL BILLING		141.00
DEPARTMENT 411 WELFARE					TOTAL:	269.35

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 421 COMMUNITY HEALTH NURSE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12813	SDML WORKERS' COMP FUND I-201602025928		101-4-421-4140	2016 RENEWAL BILLING		81.00
DEPARTMENT 421 COMMUNITY HEALTH NURSE TOTAL:						81.00

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 423 HOSPITAL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L	ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-22044	BROOKINGS HEALTH SYSTEM	I-201602025839	101-4-423-4290	2016 EXPANSION CAPITAL CAMPAI			750,000.00
				DEPARTMENT 423 HOSPITAL		TOTAL:	750,000.00

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 427 WIC

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12813	SDML WORKERS' COMP FUND I-201602025928		101-4-427-4140	2016 RENEWAL BILLING		39.00
DEPARTMENT 427 WIC						TOTAL: 39.00

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 434 DOMESTIC ABUSE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10374	BROOKINGS DOMESTIC ABUS	I-201602025837	101-4-434-4290	2016 BUDGET ALLOCATION		40,000.00
DEPARTMENT 434 DOMESTIC ABUSE TOTAL:						40,000.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 441 BEHAVIORAL HEALTH

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13442	YANKTON COUNTY TREASURE	I-201602025951	101-4-441-4220	MI HEARINGS XXXX		113.75
01-13442	YANKTON COUNTY TREASURE	I-201602025951	101-4-441-4220	MI HEARINGS XXXX		113.75
01-13442	YANKTON COUNTY TREASURE	I-201602025951	101-4-441-4220	MI HEARINGS XXXX		113.75
01-13442	YANKTON COUNTY TREASURE	I-201602025951	101-4-441-4220	MI HEARINGS XXXX		113.75
01-13442	YANKTON COUNTY TREASURE	I-201602025951	101-4-441-4220	MI HEARINGS XXXX		113.75
01-19848	LACROIX, HEATHER M.	I-201602025888	101-4-441-4290	CAA INV MI XXXX		272.63
DEPARTMENT 441 BEHAVIORAL HEALTH TOTAL:						841.38

VENDOR SET: 01 Brookings County
PACKET: 01482 Claims Paid 2.09.16
FUND : 101 GENERAL FUND
DEPARTMENT: 512 HISTORICAL MUSEUM

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10365	BROOKINGS COUNTY HISTOR I-	201602025836	101-4-512-4290	2016 BUDGET ALLOCATION		4,000.00
DEPARTMENT 512 HISTORICAL MUSEUM TOTAL:						4,000.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 611 COUNTY EXTENSION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201602025832	101-4-611-4280	PHONE		282.35
01-10541	CENTURY BUSINESS PRODUC	I-201602025846	101-4-611-4250	COPIER CONTRACT		68.26
01-10670	COOK'S WASTEPAPER & REC	I-201602025849	101-4-611-4280	FEB 16 GARBAGE/RECYCLING		120.64
01-11868	MCI	I-201602025901	101-4-611-4280	LONG DISTANCE DEC 15-JAN16		31.07
01-12335	PARTY DEPOT	I-201602025916	101-4-611-4292	PROGRAMMING SUPPLIES		4.38
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-611-4140	2016 RENEWAL BILLING		85.00
01-13328	WALMART COMMUNITY	I-201602025941	101-4-611-4260	OFFICE, PROGRAMMING SUPPLIES		151.95
01-21153	FORD, DEB	I-201602025856	101-4-611-4270	EXTENSION BOARD MILEAGE		16.80
DEPARTMENT 611 COUNTY EXTENSION TOTAL:						760.45

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 615 WEED CONTROL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201602025833	101-4-615-4280	WATER FOR TRUCK SHED		84.77
01-10354	BROOKINGS CITY UTILITIE	I-201602025834	101-4-615-4280	PHONE & INTERNET SERVICE		65.15
01-10536	CENTRAL BUSINESS SUPPLY	I-201602025841	101-4-615-4260	BULLETIN BOARD, CALENDAR		57.41
01-12666	RUNNING'S SUPPLY INC	I-201602025922	101-4-615-4260	HEATER		10.99
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-615-4140	2016 RENEWAL BILLING		2,907.00
01-22008	NEWEGG BUSINESS INC	I-201602025912	101-4-615-4260	COMPUTER		617.98
DEPARTMENT 615 WEED CONTROL TOTAL:						3,743.30

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 101 GENERAL FUND

DEPARTMENT: 711 PLANNING & ZONING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10899	EDM PUBLISHERS INC	I-201602025852	101-4-711-4260	PUBLICATION SUBSCRIPTION		99.00
01-12813	SDML WORKERS' COMP FUND	I-201602025928	101-4-711-4140	2016 RENEWAL BILLING		910.00
01-13328	WALMART COMMUNITY	I-201602025942	101-4-711-4260	DEICER, SNOWBRUSH, SUPPLIES		25.62
01-21502	STEVEN UST	I-201602025932	101-4-711-4221	BUILDING INSPECTIONS		300.00
01-21502	STEVEN UST	I-201602025933	101-4-711-4221	BUILDING INSPECTIONS		700.00
DEPARTMENT 711 PLANNING & ZONING TOTAL:						2,034.62
FUND 101 GENERAL FUND TOTAL:						917,316.34

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 201 ROAD & BRIDGE FUND

DEPARTMENT: 311 HIGHWAY ADMINISTRATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10111	ANDERSON OIL	I-201602025824	201-4-311-4265	DIESEL AT WHITE SHOP		818.40
01-10160	AUTO BODY SPECIALTIES	I-201602025826	201-4-311-4260	RUB UNDERCOAT 0385		53.95
01-10354	BROOKINGS CITY UTILITIE	I-201602025831	201-4-311-4280	UTILITIES, PHONE		1,071.42
01-10371	BROOKINGS REGISTER	I-201602025840	201-4-311-4230	SUBSCRIPTION RENEWAL		161.00
01-10536	CENTRAL BUSINESS SUPPLY	I-201602025842	201-4-311-4260	FILE CABINET, CHAIR, SUPPLIES		1,176.90
01-10799	SD DEPT OF TRANSPORTATI	I-201602025927	201-4-311-4220	BRIDGE 120-012, 209-150		62,744.63
01-10985	EVERIST, L.G. INC	I-201602025853	201-4-311-4290	ICING SAND		1,810.67
01-11125	G&K SERVICES	I-201602025862	201-4-311-4250	LAUNDRY SERVICES		221.68
01-11815	LOCATORS & SUPPLIES	I-201602025889	201-4-311-4260	COATS		140.57
01-11842	LYLE SIGNS INC	I-201602025890	201-4-311-4260	SIGNS		552.54
01-12666	RUNNING'S SUPPLY INC	I-201602025923	201-4-311-4260	SHOP SUPPLIES, PARTS		302.28
01-12778	SDACHS	I-201602025926	201-4-311-4250	NACE DUES		275.00
01-12813	SDML WORKERS' COMP FUND	I-201602025928	201-4-311-4140	2016 RENEWAL BILLING		27,621.00
01-13291	VERIZON WIRELESS	I-201602025938	201-4-311-4280	TABLET WIRELESS		40.01
01-13379	WHITE CITY	I-201602025943	201-4-311-4280	UTILITIES, WHITE SHOP		60.45
01-19367	SCHUNEMAN EQUIPMENT CO	I-201602025925	201-4-311-4260	FILTERS, INVENTORY SUPPLIES		832.38
01-20262	SIOUX CITY FOUNDRY	I-201602025929	201-4-311-4260	CURVED CARBIDES CUTTING EDGE		7,644.00
01-20514	KINGBROOK RURAL WATER	I-201602025879	201-4-311-4280	WATER UTILITIES		33.00
01-21966	BLACKSTRAP INC	I-201602025827	201-4-311-4290	ROAD SALT		7,029.70

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 112,589.58

FUND 201 ROAD & BRIDGE FUND TOTAL: 112,589.58

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10181	BRBA	I-201602025829	226-4-222-4291	2016 EXHIBITOR REGISTRATION		400.00
01-11308	HAUGEN, RICHARD	I-201602025875	226-4-222-4270	TRAVEL REIMBURSEMENT-MEALS		64.00
01-12813	SDML WORKERS' COMP FUND	I-201602025928	226-4-222-4140	2016 RENEWAL BILLING		1,331.00
01-22018	HOLIDAY INN EXPRESS HOT	I-201602025876	226-4-222-4270	LODGING FOR ICS-400 COURSE		197.14
DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL:						1,992.14

FUND 226 EMERGENCY MANAGEMENT TOTAL:						1,992.14

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 725 ADVANCE TAXES

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-22046	MARK STERNHAGEN	I-201602025957	725-2-2090000	OVERPAYMENT MH TAXES IN 2013		6.21
DEPARTMENT 0000 NON-DEPARTMENTAL						TOTAL: 6.21
FUND 725 ADVANCE TAXES						TOTAL: 6.21

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 735 DELINQUENT TAXES

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-22047	JAMES KRAMER	I-201602025958	735-2-2090000	PAYMENT ON DELINQUENT TAXES		16.25
DEPARTMENT 0000 NON-DEPARTMENTAL TOTAL:						16.25
FUND 735 DELINQUENT TAXES TOTAL:						16.25

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01482 Claims Paid 2.09.16

FUND : 770 TAX SALE REDEMPTION

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21018	FORREST HOLDINGS INC	I-201602025858	770-2-2090000	CERT 14-156 XXXXXXXX 1099		1,130.11
01-21018	FORREST HOLDINGS INC	I-201602025859	770-2-2090000	CERT 13-209 XXXXX 1100		4,380.46
01-21018	FORREST HOLDINGS INC	I-201602025860	770-2-2090000	CERT 13-210 XXXXX 1102		4,043.10
01-21018	FORREST HOLDINGS INC	I-201602025861	770-2-2090000	CERT 13-192 XXXXX 1101		4,368.47
01-21387	MIDWEST MANAGEMENT/BMO	I-201602025904	770-2-2090000	CERT 15-88 XXXXX 1103		1,703.04

DEPARTMENT 0000 NON-DEPARTMENTAL TOTAL: 15,625.18

FUND 770 TAX SALE REDEMPTION TOTAL: 15,625.18

REPORT GRA TOTAL: 1,047,545.70

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2016	101-4-111-4140	WORKMEN'S COMP.	450.00	986	47.23-	Y			
	101-4-111-4230	PUBLISHING	1,255.32	30,000	27,507.37				
	101-4-111-4260	SUPPLIES & MATERIALS	80.79	10,000	9,725.56				
	101-4-111-4270	TRAVEL & CONFERENCE	235.44	19,800	19,549.56				
	101-4-120-4222	DATA PROCESSING/SOFTWARE	2,929.00	0	27,499.00-	Y			
	101-4-130-4222	ADULT DEFENSE	23,890.51	200,000	151,155.16				
	101-4-130-4223	JUVENILE DEFENSE	2,950.57	7,500	4,549.43				
	101-4-130-4226	TRANSCRIPTS (NON)	216.20	6,000	5,072.60				
	101-4-130-4230	BLOOD TESTS	2,774.00	45,000	28,218.00				
	101-4-130-4280	JURY & WITNESS	100.00	20,000	19,197.08				
	101-4-130-4290	COURT CASE EXPENSE	150.00	16,000	13,149.00				
	101-4-143-4140	WORKMEN'S COMP.	831.00	1,118	287.00				
	101-4-143-4250	REPAIR & MAINT.	53.15	4,000	3,870.36				
	101-4-143-4260	SUPPLIES & MATERIALS	440.20	16,000	14,314.85				
	101-4-143-4280	UTILITIES	29.00	5,000	4,811.25				
	101-4-151-4140	WORKMEN'S COMP.	917.00	892	25.00-	Y			
	101-4-151-4260	SUPPLIES & MATERIALS	75.90	18,700	17,051.07				
	101-4-161-4140	WORKMEN'S COMP.	1,589.00	1,548	41.00-	Y			
	101-4-161-4243	ADMIN BUILDING OPERATION E	4,748.85	77,985	60,163.59				
	101-4-161-4250	REPAIRS AND MAINTENANCE	722.42	67,000	41,302.34				
	101-4-161-4267	Postage	4,500.00	48,400	43,887.80				
	101-4-162-4140	WORKMEN'S COMP.	3,553.00	3,812	259.00				
	101-4-162-4260	SUPPLIES & N MATERIALS	454.84	7,500	7,045.16				
	101-4-163-4140	WORKMEN'S COMP.	350.00	352	2.00				
	101-4-165-4140	WORKMEN'S COMP.	129.00	146	17.00				
	101-4-165-4260	SUPPLIES & MATERIALS	99.99	4,400	3,901.01				
	101-4-167-4140	WORKMAN'S COMP	229.00	333	104.00				
	101-4-167-4260	SUPPLIES	93.72	22,000	20,816.67				
	101-4-168-4140	Worker's Compensation	120.00	0	120.00-	Y			
	101-4-168-4260	SUPPLIES & MATERIALS	3.90	3,500	3,492.20				
	101-4-211-4140	WORKMEN'S COMP.	14,585.00	11,266	3,319.00-	Y			
	101-4-211-4221	ANIMAL CONTROL	8.00	5,000	4,932.00				
	101-4-211-4250	REPAIRS AND MAINTENANCE	959.99	17,500	10,191.45				
	101-4-211-4260	SUPPLIES & MATERIALS	73.00	8,980	7,643.21				
	101-4-211-4261	OFFICE SUPPLIES	296.97	4,500	3,848.84				
	101-4-211-4280	UTILITIES	127.60	17,355	15,795.28				
	101-4-211-4350	FURNITURE & MINOR EQUIP.	12,714.78	0	12,714.78-	Y			
	101-4-212-4140	WORKMEN'S COMP.	12,196.00	10,884	1,312.00-	Y			
	101-4-212-4250	REPAIRS AND MAINTENANCE	743.19	17,000	8,401.62				
	101-4-212-4260	SUPPLIES & MATERIALS	2,431.28	46,000	42,053.93				
	101-4-212-4265	FUEL/GASOLINE	36.49	6,000	5,773.84				
	101-4-212-4290	PRISONER RATION	14,577.64	118,000	103,422.36				
	101-4-212-4350	FURNITURE & MINOR EQUIP.	2,825.50	0	2,825.50-	Y			
	101-4-411-4140	WORKMEN'S COMP.	141.00	136	5.00-	Y			

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	101-4-411-4252	UTILITIES	122.51	6,000	5,737.09				
	101-4-411-4272	SUPPLIES & MATERIALS	5.84	4,000	3,988.32				
	101-4-421-4140	WORKMEN'S COMP.	81.00	101	20.00				
	101-4-423-4290	HOSPITAL FUNDING	750,000.00	0	750,000.00-	Y			
	101-4-427-4140	WORKMAN'S COMP	39.00	0	39.00-	Y			
	101-4-434-4290	OTHERS	40,000.00	30,000	10,000.00-	Y			
	101-4-441-4220	PROFESSIONAL SERV. & FEES	568.75	34,000	28,291.07				
	101-4-441-4290	CRT APPORT. ATT'Y/M.I.	272.63	7,000	6,727.37				
	101-4-512-4290	OTHERS	4,000.00	4,000	0.00				
	101-4-611-4140	WORKMEN'S COMP.	85.00	0	85.00-	Y			
	101-4-611-4250	REPAIRS AND MAINTENANCE	68.26	2,000	1,857.29				
	101-4-611-4260	SUPPLIES & MATERIALS	151.95	6,000	3,882.46				
	101-4-611-4270	TRAVEL & CONFERENCE	16.80	3,000	2,860.56				
	101-4-611-4280	UTILITIES	434.06	4,000	2,124.03				
	101-4-611-4292	4-H EVENTS & LIT.	4.38	7,200	4,545.55				
	101-4-615-4140	WORKMEN'S COMP.	2,907.00	6,278	3,371.00				
	101-4-615-4260	SUPPLIES & MATERIALS	686.38	65,000	63,327.31				
	101-4-615-4280	TELEPHONE	149.92	2,500	2,107.21				
	101-4-711-4140	WORKMEN'S COMP	910.00	944	34.00				
	101-4-711-4221	INSPECTION FEES	1,000.00	20,000	16,400.00				
	101-4-711-4260	SUPPLIES & MATERIALS	124.62	4,000	3,355.38				
	201-4-311-4140	WORKMEN'S COMP.	27,621.00	29,856	2,235.00				
	201-4-311-4220	PROFESSIONAL SERVICES	62,744.63	100,000	33,603.87				
	201-4-311-4230	PUBLISHING	161.00	3,000	2,721.00				
	201-4-311-4250	REPAIRS & MAINT.	496.68	1,355,000	1001,519.49				
	201-4-311-4260	SUPPLIES & MATERIALS	10,702.62	846,210	818,832.88				
	201-4-311-4265	FUEL/GASOLINE	818.40	250,000	234,353.44				
	201-4-311-4280	UTILITIES	1,204.88	34,000	30,414.47				
	201-4-311-4290	SNOW REMOVAL	8,840.37	158,600	146,856.44				
	226-4-222-4140	WORKMEN'S COMP.	1,331.00	1,805	474.00				
	226-4-222-4270	TRAVEL	261.14	1,500	1,021.72				
	226-4-222-4291	LEPC	400.00	2,000	672.00				
	725-2-2090000	AMOUNT HELD FOR ADVANCE TA	6.21						
	735-2-2090000	AM'T HELD FOR DEL. TAXES	16.25						
	770-2-2090000	DUE TO CERTIFICATE HOLDER	15,625.18						
		** 2016 YEAR TOTALS	1047,545.70						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	2,021.55
101-120	ELECTIONS	2,929.00
101-130	JUDICIAL SYSTEM	30,081.28
101-143	FINANCE OFFICE	1,353.35
101-151	STATES ATTORNEY	992.90
101-161	COUNTY BUILDING	11,560.27
101-162	DIRECTOR OF EQUALIZATION	4,007.84
101-163	REGISTER OF DEEDS	350.00
101-165	VETERAN'S SERVICE	228.99
101-167	TECHNOLOGY	322.72
101-168	HUMAN RESOURCES	123.90
101-211	SHERIFF'S OFFICE	28,765.34
101-212	COUNTY JAIL	32,810.10
101-411	WELFARE	269.35
101-421	COMMUNITY HEALTH NURSE	81.00
101-423	HOSPITAL	750,000.00
101-427	WIC	39.00
101-434	DOMESTIC ABUSE	40,000.00
101-441	BEHAVIORAL HEALTH	841.38
101-512	HISTORICAL MUSEUM	4,000.00
101-611	COUNTY EXTENSION	760.45
101-615	WEED CONTROL	3,743.30
101-711	PLANNING & ZONING	2,034.62

101 TOTAL	GENERAL FUND	917,316.34
201-311	HIGHWAY ADMINISTRATION	112,589.58

201 TOTAL	ROAD & BRIDGE FUND	112,589.58
226-222	EMERGENCY & DISASTER SERV	1,992.14

226 TOTAL	EMERGENCY MANAGEMENT	1,992.14
725	NON-DEPARTMENTAL	6.21

725 TOTAL	ADVANCE TAXES	6.21
735	NON-DEPARTMENTAL	16.25

735 TOTAL	DELINQUENT TAXES	16.25
770	NON-DEPARTMENTAL	15,625.18

770 TOTAL	TAX SALE REDEMPTION	15,625.18

** TOTAL **		1,047,545.70

NO ERRORS

** END OF REPORT **

2016 Equalization Dates and Meetings

March 2 **9:30 AM** Small Town Clerk Meeting – Room #103

Meeting between Equalization Staff and Small Town Finance Officers to receive 2016 assessment information & explain changes for 2015 local boards of equalization

March 3 **11:00 AM** Township Board Meeting – Swiftel Center

Meeting between Townships and Equalization Staff to receive 2016 assessment information and explain changes for 2016 local boards of equalization

March 17 Last day to file appeal in writing to entity clerk for local boards

March 21-25 Local boards (townships and towns) meet as Equalization Boards during this week at a designated time and place to hear all appeals on assessed valuations that were pre-filed with the clerks. Appeals to be heard by local boards must be filed in writing - by March 12 - with the local board clerks. Appointments are scheduled after appeals are filed.

March 28 Local Board Decisions must be received by this date.

April 5 Last Day to file written appeal for County Board of Appeal

April 12 – May 3 County Commission Board meets as an Equalization Board to hear all pre-filed appeals during this time period, in a scheduled appointment process. Appeals to be heard by this board must be filed in writing - by April 5 - in County Finance Office or DOE Office. Appointments are scheduled after appeals are filed.

COUNTY DEVELOPMENT DEPARTMENT STAFF REPORT

TO: The Members of the County Commission

DATE: February 3, 2016

SUBJECT: Departmental notes for the February 9, 2016 Brookings County Commission Meeting.

PREPARED BY: Robert W. Hill, County Development Director

The Comprehensive Plan staff report was submitted as a separate document.

The monthly Planning Commission meeting scheduled for February 2, 2016 was cancelled due to inclement weather. There were no scheduled public hearing items for the meeting. We will move the training that had been scheduled to another time.

I have submitted two Be It Noted items for the Chairpersons signature related to the SDOEM State and Local Agreement (SLA).

There is a PPCC meeting scheduled for February 11, 2016.

There is a LEPC meeting scheduled for February 18, 2016.

I gave a presentation on the County Development Department to the AG Relations Committee of the Brookings Chamber of Commerce on February 2, 2016.

We are currently working on county wide credentialing.

I will be attending a Social Media (PER-304) with Stacy Steffensen on February 10, 2016 in Sioux Falls, SD.

May 19, 2016, Crisis Leadership, TEEX MGT 340, 830 am to 1230 pm.

May 24, 2016, Essentials of Community Cybersecurity, TEEX AWR-136, 8 to noon.



Brookings County Finance Office

Vicki Buseth, Finance Officer

520 3rd Street Suite 100 • Brookings, SD 57006

Phone: (605) 696-8250

vbuseth@brookingscountysd.gov

January 29, 2016

TO: Brookings County Commission
FROM: Vicki Buseth, Finance Officer
RE: Finance Officers Report December 2015

Table of Contents:

- Quarterly Highway Transfers (Action Item)
- Quarterly Emergency Management Transfers (Action Item)
- Quarterly Register of Deeds Relief Fund Transfers (Action Item)
- Auditors Account with the Treasurer (Be it Noted Item)
- Payroll and Additive Totals (Be it Noted Item)
- Highway Expenditure Report (Be it Noted Item)
- Register of Deeds Statement of Fees Collected (Be it Noted Item)
- Cash Balances Report
- Fund Balances Report
- General Fund Surplus Analysis
- Motor Vehicle Collections and Breakdowns
- Tax Collections and Breakdowns
- Revenue vs Expense Report
- Aged Accounts Receivable Report

Also included in your Finance Officers Report is the yearly amounts of monies received in the Finance Office in 2015 and I also have comparisons for the last 5 years. We received the CPI (Consumer Price Index) from the Department of Revenue to be used for taxes payable in 2017 it is 0.0%.

Thank you,

A handwritten signature in blue ink that reads "Vicki Buseth".

Vicki Buseth

Brookings County Finance Officer

Motion by _____, seconded by _____ to approve the following transfers as per budget appropriations for the first quarter of 2016:

From General Fund 101-4-911-4294 to Highway and Bridge fund 201-3-371-0000 in the amount of 750,000.00.

From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of 21,568.00.

From General Fund 101-4-911-4298 to Register of Deeds Relief Fund 250-3-371-0000 in the amount of 3239.25.

Auditor's Account with the Treasurer

December 31, 2015

Auditor's Statement

General Fund	\$ 9,017,945.37
Road & Bridge	\$ 3,752,775.48
County Building	\$ 3,301,890.84
Debt Service/TIF	\$ -
Total Major Funds	\$ 16,072,611.69
Non-Major County Funds	\$ 387,433.24
Agency Funds	\$ 1,050,348.51
Outstanding Credit Cards	
Reconciling Items: Property Tax Reversal	
Reconciling Items:	\$ -
GRAND TOTAL	\$ 17,508,370.99

Treasurer's Statement

Total Amount of Deposits in Banks	\$ 17,460,314.61
Checking Account Balance	
1st Bank & Trust, Brookings (AP/PR)	\$ 262,278.80
1st Bank & Trust, Brookings (daily)	\$ 32,157.65
Money Market Accounts	
1st Bank & Trust, Brookings (Daily)	\$ 4,006,865.04
Other Money Markets	\$ 5,613,841.51
Fiscal Agent/TIF/Verasun	\$ -
HVAC	\$ -
Investment Money Market	\$ 4,541,171.61
CD's - Certificates of Deposit	\$ 3,004,000.00
Currency	\$ 3,837.00
Coins	\$ 2.20
Checks Not Exceeding 3 days	\$ 38,357.73
Change Funds	\$ 3,255.00
Subtotal (total in Red Book)	\$ 17,505,766.54
Reconciling Items	
Reconciling Item	
Reconciling Item - Void Check	\$ 10.00
Reconciling Items-interest	\$ 2,652.89
Reconciling Item-charges	\$ (58.44)
GRAND TOTAL	\$ 17,508,370.99

DECEMBER 2015 ADDITIVES	
AFLAC	\$2,881.06
AVESIS	\$1,168.18
OFFICE OF CHILD SUPPORT	\$400.00
DELTA DENTAL	\$4,506.56
FLEX ONE	\$1,724.64
DEARBORN LIFE INSURANCE	\$1,004.40
GARNISHMENTS	\$0.00
LOCAL TEAMSTERS	\$1,107.00
SDRS	\$53,982.97
SDRS SUPPLEMENTAL	\$1,818.00
EFTPS	\$118,647.11
WELLMARK	\$85,644.21
SDRS SPECIAL PAY PLAN FEE	\$45.00
SDRS SPECIAL PAY PLAN	\$18,199.48
AFLAC GROUP/CAIC PRIMARY	\$572.06
TOTAL:	\$291,700.67

DECEMBER 2015 PAYROLL	
COMMISSION/HR	\$20,444.64
TECHNOLOGY	\$8,341.36
ELECTIONS	\$0.00
FINANCE OFFICE	\$26,733.02
STATES ATTORNEY	\$31,584.08
EQUALIZATION	\$25,003.36
REGISTER OF DEEDS	\$9,196.60
VETERANS/WELFARE	\$7,317.34
SHERIFF'S OFFICE	\$125,205.50
CORONER	\$243.12
COMMUNITY HEALTH	\$3,108.72
EXTENSION	\$3,055.69
WEED	\$4,864.21
PLANNING/ZONING	\$8,372.45
HIGHWAY	\$65,914.35
EMERGENCY MANAGEMENT	\$4,067.75
WIC	\$0.00
TOTAL:	\$343,452.19

Be it noted, the expenditure adjustments for the month of December 2015 were presented to the board.

\$4945.67 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Highway Department (201)
Expenditure Corrections 2015

DECEMBER 1-31, 2015

Weed	426.5/fuel	426/supply	411/salaries	425/equip	Totals
Weed building					\$ -
258					\$ -
259					\$ -
260					\$ -
284					\$ -
288					\$ -
289					\$ -
290					\$ -
291					\$ -
292					\$ -
293					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

Sheriff	426.5/fuel	426supply	411/salaries	425/equip	Totals
A1	\$ 98.61				\$ 98.61
A2	\$ 101.83				\$ 101.83
A3	\$ 194.50	\$ 4.67	\$ 52.72		\$ 251.89
A4	\$ 231.29				\$ 231.29
A6	\$ 79.92				\$ 79.92
A8	\$ 234.22				\$ 234.22
A9	\$ 40.85				\$ 40.85
A11	\$ 188.40				\$ 188.40
A12	\$ 72.28				\$ 72.28
A14	\$ 25.81				\$ 25.81
A25	\$ 253.97				\$ 253.97
A26	\$ 368.84		\$ 188.94		\$ 557.78
A27	\$ 229.73				\$ 229.73
A28	\$ 481.63	\$ 580.17	\$ 253.40		\$ 1,315.20
A29	\$ 58.72				\$ 58.72
AD					\$ -
AE	\$ 169.53		\$ 177.66		\$ 347.19
AF	\$ 74.71				\$ 74.71
AG	\$ 31.75				\$ 31.75
RSVP	\$ 120.16				\$ 120.16
Sheriff Building					\$ -
Misc.					
TOTAL	\$ 3,056.75	\$ 584.84	\$ 672.72	\$ -	\$ 4,314.31

161-4-711

Zoning	426.5/fuel	426/supply	411/salaries	425/equip	Totals
Vehicle #0187	\$ 22.75				\$ 22.75
TOTAL	\$ 22.75	\$ -	\$ -	\$ -	\$ 22.75

226-4-222

Emergency Ma	426.5/fuel	426/supply	411/salaries	425/equip	Totals
Vehicle #0186	\$ 62.30				\$ 62.30
TOTAL	\$ 62.30	\$ -	\$ -	\$ -	\$ 62.30

Highway Department (201)
Expenditure Corrections 2015

DECEMBER 1-31, 2015

Commission	426.5/fuel	426/supply	411/salaries	425/equip	Totals
commission van					\$ -
janitor pick up					\$ -
Court House	426.5/fuel	426/supply	411/salaries	425/equip	Totals
Court house bld/yl			\$ 236.73	\$ 242.36	\$ 479.09
TOTAL	\$ -	\$ -	\$ 236.73	\$ 242.36	\$ 479.09

Equalization	426.5/fuel	426/supply	411/salaries	425/equip	Totals
0116	\$ 25.99				\$ 25.99
0122	\$ 24.24				\$ 24.24
0123					\$ -
0124	\$ 16.99				\$ 16.99
0125					\$ -
TOTAL	\$ 67.22	\$ -	\$ -	\$ -	\$ 67.22

	426.5/fuel	426/supply	411/salaries	425/equip	TOTALS
TOTAL	\$ 3,209.02	\$ 647.14	\$ 971.76	\$ 204.66	\$ 4,945.67

584.84

909.45

242.36

Be it noted, the Register of Deeds Statement of Fees collected for the month of December 2015 in the amount of \$37246.00 was presented to the board.

NO. _____

Register of Deeds'
Statement of Fees
Collected during the

Month of _____

Filed _____

County Finance Officer

By _____

Deputy

Amount of Fees, \$ _____

BROOKINGS COUNTY REGISTER OF DEEDS MONTHLY REPORT

DECEMBER 2015

TRANSFER FEE \$ 19,865.00

GENERAL FEES

GENERAL FEE \$13,892.00

FINANCING STATEMENTS \$ 63.00

LOCATION NOTICE \$ 0

TOTAL \$13,955.00 \$ 13,955.00

MARRIAGE LICENSE

15 x \$40.00 = \$ 600.00 \$ 600.00

BIRTH, MARRIAGE, & DEATH CERTIFIED COPIES

BIRTH - 56 X \$15 = \$ 840.00

DEATH - 83 X \$15 = \$ 1,245.00

MARRIAGE - 23 X \$15 = \$ 345.00

TOTAL \$ 2,430.00 \$ 2,430.00

XEROX COPIES & DISC \$ 396.00

GRAND TOTAL \$ 37,246.00

Register of Deeds' Statement of Fees Collected during the month of December 2015 ____

Brookings County, State of South Dakota

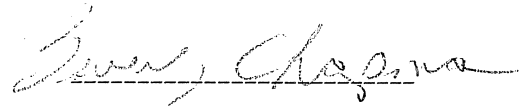
The sum of \$37,246.00 in Fees has been collected by me as Register of Deeds during the Month as shown per Register of Deeds' Official Fee Book, Vol. 35 on pages 215 & 228.

STATE OF SOUTH DAKOTA,

FB-258595 - FB-259463

County of Brookings

Beverly Chapman being duly sworn, deposes and says that she is Register of Deeds in and for Brookings County, State of South Dakota: that the foregoing statement is a true and correct report of all fees collected by her as such Register of Deeds, as required by law, during the month of December 2015.



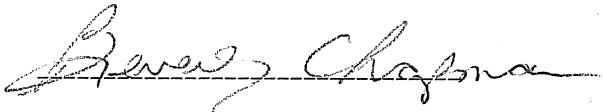
Register of Deeds

STATE OF SOUTH DAKOTA,

County of Brookings

Beverly Chapman, being first duly sworn on oath, deposes and says: That she is the duly elected, qualified and acting Register of Deeds in and for Brookings County, South Dakota. That since the date of her last report or the beginning of her term of office she has charged or received as such officer, fees in the sum of \$37,246.00.

Dated this 8 day of January, 2016.



Register of Deeds

Subscribed and sworn to before me this _____ day of _____, 2016.

Title of Officer

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: DECEMBER 31ST, 2015

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>101-GENERAL FUND</u>					
	101-1-1010001	CLAIM ON CASH	11,572,603.83	(2,555,413.46)	9,017,190.37
	101-1-1020000	CASH CHANGE/ROD	45.00	0.00	45.00
	101-1-1021000	CASH CHANGE/24-7 SOBRIETY	50.00	0.00	50.00
	101-1-1022000	CASH CHANGE/SHERIFF COMMISSARY	200.00	0.00	200.00
	101-1-1023000	cashchange/sheriff front offic	60.00	0.00	60.00
	101-1-1030000	PETTY CASH/ZONING	100.00	0.00	100.00
	101-1-1031000	PETTY CASH/SHERIFF	100.00	0.00	100.00
	101-1-1032000	Petty Cash/States Attorney	200.00	0.00	200.00
	101-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
	TOTAL 101-GENERAL FUND		11,573,358.83	(2,555,413.46)	9,017,945.37
<u>201-ROAD & BRIDGE FUND</u>					
	201-1-1010001	CLAIM ON CASH	4,278,818.29	(526,042.81)	3,752,775.48
	201-1-1070000	RESTRICTED CASH/ROAD & BRIDGE	0.00	0.00	0.00
	TOTAL 201-ROAD & BRIDGE FUND		4,278,818.29	(526,042.81)	3,752,775.48
<u>202-SNOW REMOVAL</u>					
	202-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 202-SNOW REMOVAL		0.00	0.00	0.00
<u>203-HIGHWAY & BRIDGE RESERVE</u>					
	203-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 203-HIGHWAY & BRIDGE RESERVE		0.00	0.00	0.00
<u>205-WHEEL TAX</u>					
	205-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 205-WHEEL TAX		0.00	0.00	0.00
<u>207-E-911 FUND</u>					
	207-1-1010001	CLAIM ON CASH	56,418.74	25,639.78	82,058.52
	207-1-1070000	RESTRICTED CASH IN BANKS	0.00	0.00	0.00
	TOTAL 207-E-911 FUND		56,418.74	25,639.78	82,058.52
<u>226-EMERGENCY MANAGEMENT</u>					
	226-1-1010001	CLAIM ON CASH	27,157.16	(4,948.45)	22,208.71
	226-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
	TOTAL 226-EMERGENCY MANAGEMENT		27,157.16	(4,948.45)	22,208.71
<u>229-DOMESTIC ABUSE FUND</u>					
	229-1-1010001	CLAIM ON CASH	3,996.00	490.00	4,486.00
	TOTAL 229-DOMESTIC ABUSE FUND		3,996.00	490.00	4,486.00
<u>231-WIC FUND</u>					
	231-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 231-WIC FUND		0.00	0.00	0.00

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: DECEMBER 31ST, 2015

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>237-CONTRACT LAW ENFORCE</u>					
	237-1-1010001	CLAIM ON CASH	7.50	(7.50)	0.00
	TOTAL 237-CONTRACT LAW ENFORCE		7.50	(7.50)	0.00
<u>248-24/7 PROGRAM</u>					
	248-1-1010001	CLAIM ON CASH	215,905.62	10,817.38	226,723.00
	248-1-1020000	CASH CHANGE	0.00	0.00	0.00
	TOTAL 248-24/7 PROGRAM		215,905.62	10,817.38	226,723.00
<u>250-ROD RELIEF FUND</u>					
	250-1-1010001	CLAIM ON CASH	57,845.01	(5,888.00)	51,957.01
	TOTAL 250-ROD RELIEF FUND		57,845.01	(5,888.00)	51,957.01
<u>301-COUNTY BUILDING FUND</u>					
	301-1-1010001	CLAIM ON CASH	1,126,758.95	2,175,131.89	3,301,890.84
	301-1-1060000	CASH WITH FISCAL AGENT	0.00	0.00	0.00
	301-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
	TOTAL 301-COUNTY BUILDING FUND		1,126,758.95	2,175,131.89	3,301,890.84
<u>302-ADM BLDG PROJECT FUND</u>					
	302-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 302-ADM BLDG PROJECT FUND		0.00	0.00	0.00
<u>303-TIF CAPITAL PROJECT FUND</u>					
	303-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 303-TIF CAPITAL PROJECT FUND		0.00	0.00	0.00
<u>304-CH BUILDING REMODEL</u>					
	304-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	304-1-1060000	Cash with Fiscal Agent	235,251.29	(235,251.29)	0.00
	TOTAL 304-CH BUILDING REMODEL		235,251.29	(235,251.29)	0.00
<u>401-TIF #1 (Aurora) DEBT SRVC</u>					
	401-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	401-1-1060000	CASH WITH FISCAL AGENT/VERASUN	0.00	0.00	0.00
	TOTAL 401-TIF #1 (Aurora) DEBT SRVC		0.00	0.00	0.00
<u>701-BROOKINGS SCHOOL (5-1)</u>					
	701-1-1010001	CLAIM ON CASH	1,262,099.55	(1,165,121.02)	96,978.53
	TOTAL 701-BROOKINGS SCHOOL (5-1)		1,262,099.55	(1,165,121.02)	96,978.53
<u>702-SIOUX VALLEY SCHOOL 5-5</u>					
	702-1-1010001	CLAIM ON CASH	259,475.59	(243,302.94)	16,172.65
	TOTAL 702-SIOUX VALLEY SCHOOL 5-5		259,475.59	(243,302.94)	16,172.65

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: DECEMBER 31ST, 2015

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>703-DEUBROOK (5-2)</u>					
	703-1-1010001	CLAIM ON CASH	198,063.44	(176,419.07)	21,644.37
	TOTAL 703-DEUBROOK (5-2)		198,063.44	(176,419.07)	21,644.37
<u>704-LAW LIBRARY - NOT USED</u>					
	704-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 704-LAW LIBRARY - NOT USED		0.00	0.00	0.00
<u>705-ELKTON (5-3)</u>					
	705-1-1010001	CLAIM ON CASH	452,556.23	(440,420.93)	12,135.30
	TOTAL 705-ELKTON (5-3)		452,556.23	(440,420.93)	12,135.30
<u>706-LAKE HENDRICKS (5-4)</u>					
	706-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 706-LAKE HENDRICKS (5-4)		0.00	0.00	0.00
<u>707-ASTORIA (19-1)</u>					
	707-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 707-ASTORIA (19-1)		0.00	0.00	0.00
<u>708-ESTELLINE (28-2)</u>					
	708-1-1010001	CLAIM ON CASH	39,127.54	(34,422.64)	4,704.90
	TOTAL 708-ESTELLINE (28-2)		39,127.54	(34,422.64)	4,704.90
<u>709-ARLINGTON (38-1)</u>					
	709-1-1010001	CLAIM ON CASH	136,438.52	(129,780.46)	6,658.06
	TOTAL 709-ARLINGTON (38-1)		136,438.52	(129,780.46)	6,658.06
<u>711-WETLAND PMT TRUST</u>					
	711-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 711-WETLAND PMT TRUST		0.00	0.00	0.00
<u>712-ARLINGTON CITY</u>					
	712-1-1010001	CLAIM ON CASH	1,615.63	(1,615.63)	0.00
	TOTAL 712-ARLINGTON CITY		1,615.63	(1,615.63)	0.00
<u>713-AURORA CITY</u>					
	713-1-1010001	CLAIM ON CASH	2,511.83	(1,113.75)	1,398.08
	TOTAL 713-AURORA CITY		2,511.83	(1,113.75)	1,398.08
<u>714-BROOKINGS CITY</u>					
	714-1-1010001	CLAIM ON CASH	237,693.75	(218,985.96)	18,707.79
	TOTAL 714-BROOKINGS CITY		237,693.75	(218,985.96)	18,707.79
<u>715-BRUCE CITY</u>					
	715-1-1010001	CLAIM ON CASH	11,781.79	(9,549.95)	2,231.84
	TOTAL 715-BRUCE CITY		11,781.79	(9,549.95)	2,231.84

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: DECEMBER 31ST, 2015

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>716-BUSHNELL CITY</u>					
	716-1-1010001	CLAIM ON CASH	218.84	(218.84)	0.00
	TOTAL 716-BUSHNELL CITY		218.84	(218.84)	0.00
<u>717-ELKTON CITY</u>					
	717-1-1010001	CLAIM ON CASH	7,320.83	(2,697.33)	4,623.50
	TOTAL 717-ELKTON CITY		7,320.83	(2,697.33)	4,623.50
<u>718-SINAI CITY</u>					
	718-1-1010001	CLAIM ON CASH	2,864.68	(2,804.60)	60.08
	TOTAL 718-SINAI CITY		2,864.68	(2,804.60)	60.08
<u>719-VOLGA CITY</u>					
	719-1-1010001	CLAIM ON CASH	14,403.59	(13,347.52)	1,056.07
	TOTAL 719-VOLGA CITY		14,403.59	(13,347.52)	1,056.07
<u>720-WHITE CITY</u>					
	720-1-1010001	CLAIM ON CASH	9,213.93	(6,643.07)	2,570.86
	TOTAL 720-WHITE CITY		9,213.93	(6,643.07)	2,570.86
<u>721-AFTON TOWNSHIP</u>					
	721-1-1010001	CLAIM ON CASH	1,645.77	(1,625.04)	20.73
	TOTAL 721-AFTON TOWNSHIP		1,645.77	(1,625.04)	20.73
<u>722-ALTON TOWNSHIP</u>					
	722-1-1010001	CLAIM ON CASH	5,833.30	(5,833.30)	0.00
	TOTAL 722-ALTON TOWNSHIP		5,833.30	(5,833.30)	0.00
<u>723-ARGO TOWNSHIP</u>					
	723-1-1010001	CLAIM ON CASH	2,558.94	(2,487.27)	71.67
	TOTAL 723-ARGO TOWNSHIP		2,558.94	(2,487.27)	71.67
<u>724-WATER CONSERVANCY</u>					
	724-1-1010001	CLAIM ON CASH	5,825.49	(5,440.16)	385.33
	TOTAL 724-WATER CONSERVANCY		5,825.49	(5,440.16)	385.33
<u>725-ADVANCE TAXES</u>					
	725-1-1010001	CLAIM ON CASH	274.21	0.00	274.21
	TOTAL 725-ADVANCE TAXES		274.21	0.00	274.21
<u>726-FLEX ONE</u>					
	726-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 726-FLEX ONE		0.00	0.00	0.00
<u>727-AURORA TOWNSHIP</u>					
	727-1-1010001	CLAIM ON CASH	1,753.33	(1,756.81)	3.48
	TOTAL 727-AURORA TOWNSHIP		1,753.33	(1,756.81)	3.48

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: DECEMBER 31ST, 2015

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>728-BANGOR TOWNSHIP</u>					
	728-1-1010001	CLAIM ON CASH	2,809.03	(2,746.21)	62.82
	TOTAL 728-BANGOR TOWNSHIP		2,809.03	(2,746.21)	62.82
<u>729-BROOKINGS TOWNSHIP</u>					
	729-1-1010001	CLAIM ON CASH	5,476.81	(4,815.21)	661.60
	TOTAL 729-BROOKINGS TOWNSHIP		5,476.81	(4,815.21)	661.60
<u>730-ELKTON TOWNSHIP</u>					
	730-1-1010001	CLAIM ON CASH	914.67	(831.11)	83.56
	TOTAL 730-ELKTON TOWNSHIP		914.67	(831.11)	83.56
<u>731-U & B SANITARY</u>					
	731-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 731-U & B SANITARY		0.00	0.00	0.00
<u>732-BIG SIOUX WATERSHED</u>					
	732-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 732-BIG SIOUX WATERSHED		0.00	0.00	0.00
<u>733-LP SANITARY SEWER</u>					
	733-1-1010001	CLAIM ON CASH	347.57	(335.66)	11.91
	TOTAL 733-LP SANITARY SEWER		347.57	(335.66)	11.91
<u>734-L.P. WATER</u>					
	734-1-1010001	CLAIM ON CASH	820.92	(792.79)	28.13
	TOTAL 734-L.P. WATER		820.92	(792.79)	28.13
<u>735-DELINQUENT TAXES</u>					
	735-1-1010001	CLAIM ON CASH	2,850.92	(605.44)	2,245.48
	TOTAL 735-DELINQUENT TAXES		2,850.92	(605.44)	2,245.48
<u>736-MUNICIPALITIES 5%</u>					
	736-1-1010001	CLAIM ON CASH	14,410.12	(6,961.61)	7,448.51
	TOTAL 736-MUNICIPALITIES 5%		14,410.12	(6,961.61)	7,448.51
<u>737-EUREKA TOWNSHIP</u>					
	737-1-1010001	CLAIM ON CASH	2,424.52	(2,143.20)	281.32
	TOTAL 737-EUREKA TOWNSHIP		2,424.52	(2,143.20)	281.32
<u>738-LAKE HENDRICKS TOWNSHIP</u>					
	738-1-1010001	CLAIM ON CASH	2,025.20	(1,591.07)	434.13
	TOTAL 738-LAKE HENDRICKS TOWNSHIP		2,025.20	(1,591.07)	434.13
<u>739-LAKE SINAI TOWNSHIP</u>					
	739-1-1010001	CLAIM ON CASH	4,977.71	(4,569.09)	408.62
	TOTAL 739-LAKE SINAI TOWNSHIP		4,977.71	(4,569.09)	408.62

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>740-LAKETON TOWNSHIP</u>					
	740-1-1010001	CLAIM ON CASH	2,467.06	(2,320.61)	146.45
	TOTAL 740-LAKETON TOWNSHIP		2,467.06	(2,320.61)	146.45
<u>741-MEDARY TOWNSHIP</u>					
	741-1-1010001	CLAIM ON CASH	4,330.83	(3,680.10)	650.73
	TOTAL 741-MEDARY TOWNSHIP		4,330.83	(3,680.10)	650.73
<u>742-MOTOR VEHICLE</u>					
	742-1-1010001	CLAIM ON CASH	387,207.52	(75,737.82)	311,469.70
	TOTAL 742-MOTOR VEHICLE		387,207.52	(75,737.82)	311,469.70
<u>743-LK HENDRICKS SANITARY</u>					
	743-1-1010001	CLAIM ON CASH	319.76	(257.08)	62.68
	TOTAL 743-LK HENDRICKS SANITARY		319.76	(257.08)	62.68
<u>744-OAKLAKE TOWNSHIP</u>					
	744-1-1010001	CLAIM ON CASH	1,739.08	(1,319.42)	419.66
	TOTAL 744-OAKLAKE TOWNSHIP		1,739.08	(1,319.42)	419.66
<u>745-OAKWOOD TOWNSHIP</u>					
	745-1-1010001	CLAIM ON CASH	3,119.47	(2,904.99)	214.48
	TOTAL 745-OAKWOOD TOWNSHIP		3,119.47	(2,904.99)	214.48
<u>746-OSLO TOWNSHIP</u>					
	746-1-1010001	CLAIM ON CASH	3,987.27	(3,961.06)	26.21
	TOTAL 746-OSLO TOWNSHIP		3,987.27	(3,961.06)	26.21
<u>747-PARNELL</u>					
	747-1-1010001	CLAIM ON CASH	1,328.21	(1,328.21)	0.00
	TOTAL 747-PARNELL		1,328.21	(1,328.21)	0.00
<u>748-PRESTON TOWNSHIP</u>					
	748-1-1010001	CLAIM ON CASH	4,732.29	(4,215.27)	517.02
	TOTAL 748-PRESTON TOWNSHIP		4,732.29	(4,215.27)	517.02
<u>749-RICHLAND TOWNSHIP</u>					
	749-1-1010001	CLAIM ON CASH	2,639.43	(2,151.64)	487.79
	TOTAL 749-RICHLAND TOWNSHIP		2,639.43	(2,151.64)	487.79
<u>750-STATE FINES</u>					
	750-1-1010001	CLAIM ON CASH	80,342.52	2,576.10	82,918.62
	TOTAL 750-STATE FINES		80,342.52	2,576.10	82,918.62
<u>751-CONTRACT LAW FUND</u>					
	751-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 751-CONTRACT LAW FUND		0.00	0.00	0.00

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: DECEMBER 31ST, 2015

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>752-CONTRACT LAW FUND</u>					
	752-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 752-CONTRACT LAW FUND		0.00	0.00	0.00
<u>753-SHERMAN TOWNSHIP</u>					
	753-1-1010001	CLAIM ON CASH	8,435.32	(8,411.74)	23.58
	TOTAL 753-SHERMAN TOWNSHIP		8,435.32	(8,411.74)	23.58
<u>754-BIG SIOUX</u>					
	754-1-1010001	CLAIM ON CASH	963.16	(814.52)	148.64
	TOTAL 754-BIG SIOUX		963.16	(814.52)	148.64
<u>755-SALES TAX</u>					
	755-1-1010001	CLAIM ON CASH	0.90	0.00	0.90
	TOTAL 755-SALES TAX		0.90	0.00	0.90
<u>756-FIRE INSURANCE</u>					
	756-1-1010001	CLAIM ON CASH	(0.01)	0.00	(0.01)
	TOTAL 756-FIRE INSURANCE		(0.01)	0.00	(0.01)
<u>757-SPECIAL HIWAY (14%)</u>					
	757-1-1010001	CLAIM ON CASH	8,638.50	1,726.49	10,364.99
	TOTAL 757-SPECIAL HIWAY (14%)		8,638.50	1,726.49	10,364.99
<u>758-UPPER DEER</u>					
	758-1-1010001	CLAIM ON CASH	146.51	(112.24)	34.27
	TOTAL 758-UPPER DEER		146.51	(112.24)	34.27
<u>759-BROOKINGS FIRE ASSOC</u>					
	759-1-1010001	CLAIM ON CASH	412,188.84	2,345.77	414,534.61
	TOTAL 759-BROOKINGS FIRE ASSOC		412,188.84	2,345.77	414,534.61
<u>760-STERLING TOWNSHIP</u>					
	760-1-1010001	CLAIM ON CASH	4,619.41	(4,615.53)	3.88
	TOTAL 760-STERLING TOWNSHIP		4,619.41	(4,615.53)	3.88
<u>761-SHERIFF TRUST</u>					
	761-1-1010001	CLAIM ON CASH	2,045.39	(1,668.05)	377.34
	TOTAL 761-SHERIFF TRUST		2,045.39	(1,668.05)	377.34
<u>762-WETLAND</u>					
	762-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 762-WETLAND		0.00	0.00	0.00
<u>763-REGISTER OF DEEDS</u>					
	763-1-1010001	CLAIM ON CASH	160.00	0.00	160.00
	TOTAL 763-REGISTER OF DEEDS		160.00	0.00	160.00

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: DECEMBER 31ST, 2015

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>764-TRENTON TOWNSHIP</u>					
	764-1-1010001	CLAIM ON CASH	1,826.59	(1,766.88)	59.71
	TOTAL 764-TRENTON TOWNSHIP		1,826.59	(1,766.88)	59.71
<u>765-VOLGA TOWNSHIP</u>					
	765-1-1010001	CLAIM ON CASH	5,286.10	(5,227.25)	58.85
	TOTAL 765-VOLGA TOWNSHIP		5,286.10	(5,227.25)	58.85
<u>766-LAW LIBRARY FUND</u>					
	766-1-1010001	CLAIM ON CASH	6,494.27	280.96	6,775.23
	TOTAL 766-LAW LIBRARY FUND		6,494.27	280.96	6,775.23
<u>767-WINSOR TOWNSHIP</u>					
	767-1-1010001	CLAIM ON CASH	6,427.75	(6,163.65)	264.10
	TOTAL 767-WINSOR TOWNSHIP		6,427.75	(6,163.65)	264.10
<u>768-STATEWIDE 24/7 SOBRIETY</u>					
	768-1-1010001	CLAIM ON CASH	0.00	5,258.00	5,258.00
	TOTAL 768-STATEWIDE 24/7 SOBRIETY		0.00	5,258.00	5,258.00
<u>769-BANK FRANCHISE</u>					
	769-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 769-BANK FRANCHISE		0.00	0.00	0.00
<u>770-TAX SALE REDEMPTION</u>					
	770-1-1010001	CLAIM ON CASH	35,706.13	(21,885.09)	13,821.04
	TOTAL 770-TAX SALE REDEMPTION		35,706.13	(21,885.09)	13,821.04
<u>771-WIND TOWERS</u>					
	771-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 771-WIND TOWERS		0.00	0.00	0.00
<u>775-ROD Relief Flow-Thru Fund</u>					
	775-1-1010001	Claim on Cash	0.00	0.00	0.00
	775-1-1010010	Claim on Cash	0.00	0.00	0.00
	TOTAL 775-ROD Relief Flow-Thru Fund		0.00	0.00	0.00
<u>780-DAKOTACARE</u>					
	780-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 780-DAKOTACARE		0.00	0.00	0.00
<u>781-River Ridge</u>					
	781-1-1010001	claim on cash	344.05	(344.05)	0.00
	TOTAL 781-River Ridge		344.05	(344.05)	0.00

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: DECEMBER 31ST, 2015

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
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<u>782-Meyer's Second Addition</u>					
	782-1-1010001	Claim on Cash	0.00	0.00	0.00
	TOTAL 782-Meyer's Second Addition		0.00	0.00	0.00
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<u>783-BRIDLE ESTATES SANT</u>					
	783-1-1010001	CLAIM ON CASH	0.00	193.47	193.47
	TOTAL 783-BRIDLE ESTATES SANT		0.00	193.47	193.47
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TOTAL CASH BALANCES			21,251,347.99	(3,740,954.55)	17,510,393.44
			=====	=====	=====

*** END OF REPORT ***

Fund Balance

December 31, 2015

101-General Fund

Nonspendable Fund Balance-Inventory	\$0.00
Restricted Fund Balance-Debt Service	\$0.00
Committed Fund Balance	\$0.00
Operating Transfer In	\$0.00
Assigned Fund Balance-Subsequent Year's Budget	\$0.00
Assigned Fund Balance-Administration Building	\$0.00
Assigned Fund Balance-Highway Projects	\$614,101.00
Assigned Fund Balance-Econ Dvlpmnt Hwy Prjcts	\$4,750,000.00
Assigned Fund Balance-Courthouse Remodel	\$0.00
Unassigned Fund Balance	\$2,345,030.26
Total	\$7,709,131.26

201-Road & Bridge Fund

Nonspendable Fund Balance-Inventory	\$252,465.35
Restricted Fund Balance-Road Purposes	
Restricted Fund Balance-Snow Removal	\$334,620.30
Assigned Fund Balance-Subsequent Year's Budget	
Assigned Fund Balance-Road Purposes	\$3,093,519.10
Total	\$3,680,604.75

207-E911 Fund

Restricted Fund Balance-911 Purposes	\$701.15
Assigned Fund Balance-911 Purposes	\$105,340.52
Total	\$106,041.67

226-Emergency Management

Restricted Fund Balance-Emergency Management	
Assigned Fund Balance-Subsequent Year's Budget	\$65,926.00
Assigned Fund Balance-Emergency Management	-\$26,695.23
Total	\$39,230.77

229-Domestic Abuse Fund

Restricted Fund Balance-Domestic Abuse	\$3,471.00
Assigned Fund Balance-Domestic Abuse	\$0.00
Total	\$3,471.00

237-Contract Law Enforcement

Restricted Fund Balance-Contract Law	\$0.00
Assigned Fund Balance-Contract Law	\$0.00
Total	\$0.00

248-24/7 Program

Restricted Fund Balance-24/7 Sobriety	\$190,751.98
Assigned Fund Balance-24/7 Sobriety	\$0.00
Total	\$190,751.98

250-Register of Deeds Relief Fund

Restricted for ROD Relief Fund	\$41,565.34
Total	\$41,565.34

301-County Building Fund

Restricted Fund Balance-County Building	\$604,063.92
Operating Transfer In	\$418,985.00
Assigned Fund Balance-Courthouse Building Purposes	\$0.00
Assigned Fund Balance-Administration Building	\$0.00
Assigned Fund Balance-Juvenile Detention Center	\$150,000.00
Assigned Fund Balance-Detention Center	\$2,000,000.00
Total	\$3,173,048.92

302-Administrative Building Project

Restricted Fund Balance-Capital Projects	\$0.00
Assigned Fund Balance-Subsequent Year's Budget	\$696,000.00
Assigned Fund Balance-Capital Projects	-\$162,237.98
Total	\$533,762.02

304-CH Building Remodel

Restricted Fund Balance-Capital Projects	\$320,707.02
Assigned Fund Balance-Subsequent Year's Budget	\$0.00
Assigned Fund Balance-Capital Projects	\$0.00
Total	\$320,707.02

401-Debt Service

Restricted Fund Balance-Debt Service	\$928,016.96
Restricted Fund Balance-TIF Reserve	\$250,000.00
Total	\$1,178,016.96

BROOKINGS COUNTY
GENERAL FUND SURPLUS ANALYSIS
DATE December 31, 2015_____

The amount of General Fund dollars that counties can retain as surplus is restricted by SDCL 7-21-18.1 which states: "The total unreserved, undesignated fund balance of the general fund may not exceed forty percent of the total amount of all general fund appropriations contained in the budget for the next fiscal year. The total unreserved, undesignated fund balance of the general fund of the county as of March thirty-first and September thirtieth shall be published in the minutes of the proceedings of the board of county commissioners and reported to the Department of Legislative Audit. The report shall be on forms prescribed by the Department of Legislative Audit."

The following analysis should be completed as of March thirty-first and September thirtieth of each year. Thereafter, the unreserved, undesignated fund balance amount should be published in the minutes of the governing board. This analysis should also be filed with the Department of Legislative Audit.

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:

Assets:

10100 Cash	\$ 9,017,190.37
10200 Cash Change	\$ 355.00
10300 Petty Cash	\$ 400.00
10400 Interest Bearing Accounts	
10500 Savings Certificates	
10600 Cash with Fiscal Agent	
10700 Restricted Cash in Banks	
10800 Taxes Receivable--Current	\$ 18,690.22
11000 Taxes Receivable--Delinquent	\$ 1,790.83
11XXX Other Receivables	\$ 3,064.52
12800 Notes Receivable	
13100 Due from Other fund	
13200 Due from Other Government	
13300 Advance to Other Fund	
14100 Inventory of Supplies	
15100 Investments	
1XXXX Other Assets	

Deferred Outflows of Resources:

19800 Other Deferred Outflows of Resources

**TOTAL ASSETS AND DEFERRED OUTFLOWS OF
RESOURCES**

\$ 9,041,490.94 *

LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES:

Liabilities:

20100 Claims Payable	\$ 186,477.08
20200 Accounts Payable	\$ 247.81
20800 Due to Other Funds	
20900 Due to Other Governments	

GENERAL FUND SURPLUS ANALYSIS

21600 Accrued Wages Payable	
21700 Payroll Withholding Payable	\$ 250.20
22300 Unearned Revenue	
2XXXX Other liabilities	\$ 20,315.92

Deferred Inflows of Resources:

25000 Unavailable Revenue--Property Taxes
 25100 Unavailable Revenue--Special Assessments
 25200 Other Deferred Inflows of Resources

Fund Balances:

27300 Nonspendable	
27400 Restricted	
27500 Committed	
27600 Assigned	\$ 5,364,101.00
27601 Subsequent Year's Budget (GF Budget's Cash Applied amount)	
<i>(choose one of the following amounts based on filing date)</i>	
March = 75% of GF's cash applied in current budget	
September = 25% of GF's cash applied in current budget + 100% of GF's cash applied in next year's budget.	\$ 403,876.00
December = 100% of GF's cash applied in next year's budget.	
27602 Capital Outlay Accumulations	
276XX	
276XX	
27700 Unassigned	\$ 3,066,222.93 **

TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES

\$ 9,041,490.94 *

Following Year's General Fund Budget
 (use current year for March analysis)

\$ 12,675,898.00

The unassigned fund balance, account 27700,
 divided by the following year's General Fund budget
 resulting in the fund balance percentage

24.19%

*Note: Total Assets and Deferred Outflows of Resources has to be equal to Total Liabilities, Deferred Inflows of Resources, and Fund Balances. Boxed #'s have to be the same.

**Note: Assigned F/B should not cause a negative unassigned fund balance. If so, may need to reevaluate assignments and/or reduce assignments to eliminate negative unassigned. Restricted fund balance can cause a negative unassigned fund balance as restrictions can not be reduced.

DECEMBER 15 MOTOR V COLLECTIONS AND BREAKDOWNS

Grand Total MV Collected **\$374,829.02**

Motor Vehicle Monies Sent to State **\$311,432.28**

Monies That Get Apportioned **\$63,396.74**

Breakdown of MV Fees within the County

	County	Townships	Towns	Total
Wheel Tax	\$14,580.13	\$1,822.52	\$1,822.52	\$18,225.17
14% Special Highway to Townships		\$13,310.77		\$13,310.77
5% Muncipal to Cities			\$4,753.85	\$4,753.85
22.5% MV to County Road & Bridge Fund	\$21,392.30			\$21,392.30
Lien Fees And Misc Fees to County General Fund	\$2,615.69			\$2,615.69
63.75% Mobile Home Revenue	\$3,098.96			\$3,098.96
Total	\$41,687.08	\$15,133.29	\$6,576.37	\$63,396.74

December Internet/Terminal Renewals	Collected	County's Portion
249 Internet Renewals & SS Terminals (included in totals above)	\$21,622.80	\$10,892.30

OTHER MONIES FROM STATE THAT WERE APPORTIONED OUT

10 % Game

County				
Townships	\$21,219.00			
Cities				
School Districts				
Water District				
TOTALS	\$21,219.00	\$0.00	\$0.00	\$0.00

Fine Monies	\$40,679.13	Divided among schools based on enrollment
--------------------	--------------------	-------------------------------------------

DECEMBER 2015 TAX BREAKDOWN

Tax Dollars Stay With County	\$64,705.41
Distress Warrant Fees	
Advertising & Tax Cert Fees	\$714.50
Total County	\$65,419.91
Townships	\$4,776.47
Cities	\$23,441.22
Schools	\$158,000.41
East Dakota Water	\$387.65
Special Assessments	\$5,465.45
TIF Collections	\$2,338.66
GRAND TOTAL TAX \$\$ COLLECTED	\$259,829.77

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2015

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101-GENERAL FUND
FINANCIAL SUMMARY

100.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	10,629,007.00	63,695.29	10,666,815.38	100.36 (37,808.38)
LICENSES & PERMITS	53,900.00	1,451.00	56,188.65	104.25 (2,288.65)
INTERGOVERNMENTAL	627,840.00	40,805.21	636,979.85	101.46 (9,139.85)
CHARGES FOR GOODS & SERV	1,038,172.50	110,153.81	1,105,127.14	106.45 (66,954.64)
FINES & FORFEITS	42,500.00	5,117.00	55,187.40	129.85 (12,687.40)
MISC. REVENUE	85,591.78	3,709.92	61,918.29	72.34	23,673.49
OTHER FINANCING SOURCES	0.00	0.00	620,784.69	0.00 (620,784.69)
TOTAL REVENUES	12,477,011.28	224,932.23	13,203,001.40	105.82 (725,990.12)
<u>EXPENDITURE SUMMARY</u>					
COMMISSIONERS	443,746.00	57,954.98	414,512.62	93.41	29,233.38
CONTINGENCY	271,936.00	0.00	0.00	0.00	271,936.00
ELECTIONS	24,945.00	537.69	24,625.79	98.72	319.21
JUDICIAL SYSTEM	544,500.00	98,899.35	532,790.98	97.85	11,709.02
AUDITOR	0.00	0.00	0.00	0.00	0.00
TREASURER	0.00	0.00	0.00	0.00	0.00
FINANCE OFFICE	528,851.00	56,396.98	504,070.16	95.31	24,780.84
STATES ATTORNEY	577,446.00	63,302.92	563,057.52	97.51	14,388.48
TEEN COURT	15,000.00	15,000.00	15,000.00	100.00	0.00
COUNTY BUILDING	452,132.00	75,705.58	390,635.78	86.40	61,496.22
DIRECTOR OF EQUALIZATION	515,795.00	50,015.59	503,135.38	97.55	12,659.62
REGISTER OF DEEDS	203,118.00	19,129.24	200,879.53	98.90	2,238.47
VETERAN'S SERVICE	74,876.00	7,704.31	72,151.23	96.36	2,724.77
PREDATORY ANIMAL CONTROL	7,825.00	0.00	7,824.37	99.99	0.63
TECHNOLOGY	399,175.00	27,583.71	291,622.39	73.06	107,552.61
HUMAN RESOURCES	109,933.00	12,190.51	74,214.52	67.51	35,718.48
SHERIFF'S OFFICE	1,584,519.50	162,742.95	1,375,539.34	86.81	208,980.16
COUNTY JAIL	1,198,721.78	157,357.12	1,138,551.75	94.98	60,170.03
CORONER	45,610.00	5,691.13	36,726.22	80.52	8,883.78
JUVENILE DETENTION	50,726.00	12,060.00	36,675.00	72.30	14,051.00
HUMANE SOCIETY	0.00	0.00	0.00	0.00	0.00
FIRE DEPARTMENT TRUST	100,000.00	44,350.42	100,000.00	100.00	0.00
DRAINAGE COMMISSION	4,050.00	18.52	3,372.89	83.28	677.11
E-911	87,217.00	0.00	87,217.00	100.00	0.00
HIGHWAY ADMINISTRATION	0.00	0.00	0.00	0.00	0.00
DEPARTMENT 313	0.00	0.00	0.00	0.00	0.00
POOR RELIEF	231,449.00	19,353.03	166,398.75	71.89	65,050.25
SOCIAL SERVICES	0.00	0.00	0.00	0.00	0.00
FOOD PANTRY	5,000.00	0.00	5,000.00	100.00	0.00
COMMUNITY HEALTH NURSE	78,853.00	5,016.70	78,850.03	100.00	2.97
HOSPITAL FUNDING	0.00	0.00	0.00	0.00	0.00
WIC	19,617.00	361.47	19,568.20	99.75	48.80
UNITED RETIREMENT CENTER	0.00	0.00	0.00	0.00	0.00
BATA	35,000.00	0.00	35,000.00	100.00	0.00

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
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101-GENERAL FUND
 FINANCIAL SUMMARY

100.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
ICAP	10,000.00	0.00	10,000.00	100.00	0.00
DOMESTIC ABUSE	35,000.00	0.00	35,000.00	100.00	0.00
BEHAVIORAL HEALTH	75,150.00	5,604.70	55,302.76	73.59	19,847.24
ADVANCE	35,000.00	0.00	35,000.00	100.00	0.00
ECMH-CD	51,500.00	0.00	51,500.00	100.00	0.00
PUBLIC LIBRARIES	23,450.00	4,375.00	23,450.00	100.00	0.00
HISTORICAL MUSEUM	4,000.00	4,000.00	4,000.00	100.00	0.00
OTHER	0.00	0.00	0.00	0.00	0.00
BOYS & GIRLS CLUB	0.00	0.00	0.00	0.00	0.00
GLACIAL LAKES	0.00	0.00	0.00	0.00	0.00
EXHIBITION BLDG O & M	0.00	0.00	0.00	0.00	0.00
SENIOR COMPANION	2,300.00	0.00	2,300.00	100.00	0.00
MENTORING	0.00	0.00	0.00	0.00	0.00
COUNTY EXTENSION	146,952.00	20,106.66	135,594.79	92.27	11,357.21
BROOKINGS CONS DISTRICT	25,000.00	0.00	25,000.00	100.00	0.00
WEED CONTROL	289,308.00	19,606.26	246,905.84	85.34	42,402.16
PLANNING & ZONING	191,923.00	22,863.05	156,619.89	81.61	35,303.11
1ST DISTRICT	39,253.00	0.00	39,253.00	100.00	0.00
ECONOMIC DEVELOPMENT	65,000.00	0.00	65,000.00	100.00	0.00
TRANSFERS OUT	6,004,129.00	0.00	4,515,587.00	75.21	1,488,542.00
TOTAL EXPENDITURES	14,608,006.28	967,927.87	12,077,932.73	82.68	2,530,073.55
REVENUES OVER/(UNDER) EXPENDITURES	(2,130,995.00)	(742,995.64)	1,125,068.67		(3,256,063.67)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2015

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201-ROAD & BRIDGE FUND
FINANCIAL SUMMARY

100.00% OF YEAR COMP.

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

TAXES	537,720.00	18,225.17	596,799.37	110.99 (59,079.37)
LICENSES & PERMITS	9,000.00	270.00	10,280.00	114.22 (1,280.00)
INTERGOVERNMENTAL	2,019,083.00	224,491.26	2,670,190.66	132.25 (651,107.66)
CHARGES FOR GOODS & SERV	65,460.00	3,802.03	43,115.97	65.87	22,344.03
MISC. REVENUE	16,821.00	10,762.58	24,692.94	146.80 (7,871.94)
OTHER FINANCING SOURCES	<u>6,052,168.00</u>	<u>103,408.30</u>	<u>4,607,931.93</u>	<u>76.14</u>	<u>1,444,236.07</u>
TOTAL REVENUES	<u>8,700,252.00</u>	<u>360,959.34</u>	<u>7,953,010.87</u>	<u>91.41</u>	<u>747,241.13</u>

EXPENDITURE SUMMARY

HIGHWAY ADMINISTRATION	9,084,532.00	1,322,572.57	7,650,676.63	84.22	1,433,855.37
	<u>115,720.00</u>	<u>8,510.87</u>	<u>115,714.83</u>	<u>100.00</u>	<u>5.17</u>
TOTAL EXPENDITURES	<u>9,200,252.00</u>	<u>1,331,083.44</u>	<u>7,766,391.46</u>	<u>84.41</u>	<u>1,433,860.54</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(500,000.00)	(970,124.10)	186,619.41		(686,619.41)

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
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207-E-911 FUND
 FINANCIAL SUMMARY

100.00% OF YEAR COMP.

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

TAXES	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	300,000.00	25,623.71	304,276.86	101.43 (4,276.86)
MISC. REVENUE	200.00	16.07	197.32	98.66	2.68
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	300,200.00	25,639.78	304,474.18	101.42 (4,274.18)

EXPENDITURE SUMMARY

911 SERVICES	330,200.00	0.00	328,457.33	99.47	1,742.67
TOTAL EXPENDITURES	330,200.00	0.00	328,457.33	99.47	1,742.67
REVENUES OVER/(UNDER) EXPENDITURES	(30,000.00)	25,639.78	(23,983.15)		(6,016.85)

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
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226-EMERGENCY MANAGEMENT
 FINANCIAL SUMMARY

100.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTERGOVERNMENTAL	58,165.62	11,134.82	59,863.47	102.92 (1,697.85)
CHARGES FOR GOODS & SERV	0.00	0.00	0.00	0.00	0.00
MISC. REVENUE	100.00	4.56	59.21	59.21	40.79
OTHER FINANCING SOURCES	<u>49,961.00</u>	<u>0.00</u>	<u>49,961.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>108,226.62</u>	<u>11,139.38</u>	<u>109,883.68</u>	<u>101.53 (</u>	<u>1,657.06)</u>
<u>EXPENDITURE SUMMARY</u>					
EMERGENCY & DISASTER SERV	<u>142,785.62</u>	<u>19,717.08</u>	<u>130,534.99</u>	<u>91.42</u>	<u>12,250.63</u>
TOTAL EXPENDITURES	<u>142,785.62</u>	<u>19,717.08</u>	<u>130,534.99</u>	<u>91.42</u>	<u>12,250.63</u>
REVENUES OVER/(UNDER) EXPENDITURES	(34,559.00)	(8,577.70)	(20,651.31)		(13,907.69)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2015

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229-DOMESTIC ABUSE FUND
FINANCIAL SUMMARY

100.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
LICENSES & PERMITS	7,300.00	240.00	7,320.00	100.27 (20.00)
CHARGES FOR GOODS & SERV	<u>2,000.00</u>	<u>250.00</u>	<u>2,995.00</u>	<u>149.75 (</u>	<u>995.00)</u>
TOTAL REVENUES	<u>9,300.00</u>	<u>490.00</u>	<u>10,315.00</u>	<u>110.91 (</u>	<u>1,015.00)</u>
<u>EXPENDITURE SUMMARY</u>					
DOMESTIC ABUSE	<u>9,300.00</u>	<u>0.00</u>	<u>9,300.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>9,300.00</u>	<u>0.00</u>	<u>9,300.00</u>	<u>100.00</u>	<u>0.00</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	490.00	1,015.00	(1,015.00)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2015248-24/7 PROGRAM
FINANCIAL SUMMARY

100.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTERGOVERNMENTAL	14,000.00	9,336.72	31,176.00	222.69 (17,176.00)
CHARGES FOR GOODS & SERV	45,000.00	5,840.00	35,324.00	78.50	9,676.00
MISC. REVENUE	0.00	47.24	571.88	0.00 (571.88)
TOTAL REVENUES	59,000.00	15,223.96	67,071.88	113.68 (8,071.88)
<u>EXPENDITURE SUMMARY</u>					
COUNTY JAIL	38,658.00	9,585.06	36,279.34	93.85	2,378.66
TOTAL EXPENDITURES	38,658.00	9,585.06	36,279.34	93.85	2,378.66
REVENUES OVER/(UNDER) EXPENDITURES	20,342.00	5,638.90	30,792.54	(10,450.54)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: DECEMBER 31ST, 2015

248-24/7 PROGRAM

100.00% OF YEAR COMP.

COUNTY JAIL

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
248-4-212-4110 SALARIES	24,239.00	3,071.61	22,470.92	92.71	1,768.08
248-4-212-4120 SOCIAL SECURITY	1,854.00	234.97	1,719.02	92.72	134.98
248-4-212-4130 RETIREMENT	0.00	0.00	0.00	0.00	0.00
248-4-212-4140 WORKMEN'S COMP	65.00	0.00	0.00	0.00	65.00
248-4-212-4150 HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
248-4-212-4151 DENTAL	0.00	0.00	0.00	0.00	0.00
248-4-212-4153 VISION	0.00	0.00	0.00	0.00	0.00
248-4-212-4160 Unemployment Compensation	0.00	0.00	0.00	0.00	0.00
TOTAL PERSONAL SERVICES	26,158.00	3,306.58	24,189.94	92.48	1,968.06
<u>OTHER CURRENT EXPENSES</u>					
248-4-212-4210 OTHER INSURANCE	0.00	0.00	0.00	0.00	0.00
248-4-212-4260 SUPPLIES & MATERIALS	12,500.00	6,278.48	12,089.40	96.72	410.60
TOTAL OTHER CURRENT EXPENSES	12,500.00	6,278.48	12,089.40	96.72	410.60
<hr/>					
TOTAL COUNTY JAIL	38,658.00	9,585.06	36,279.34	93.85	2,378.66
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TOTAL EXPENDITURES	38,658.00	9,585.06	36,279.34	93.85	2,378.66
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	20,342.00	5,638.90	30,792.54	(10,450.54)

*** END OF REPORT ***

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
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250-ROD RELIEF FUND
FINANCIAL SUMMARY

100.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
CHARGES FOR GOODS & SERV	16,400.00	1,317.00	19,330.30	117.87	(2,930.30)
TOTAL REVENUES	16,400.00	1,317.00	19,330.30	117.87	(2,930.30)
<u>EXPENDITURE SUMMARY</u>					
ROD RELIEF FUND	25,000.00	7,205.00	8,938.63	35.75	16,061.37
TOTAL EXPENDITURES	25,000.00	7,205.00	8,938.63	35.75	16,061.37
REVENUES OVER/(UNDER) EXPENDITURES	(8,600.00)	(5,888.00)	10,391.67		(18,991.67)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2015

301-COUNTY BUILDING FUND
FINANCIAL SUMMARY

100.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	270,614.00	1,604.17	271,718.43	100.41 (1,104.43)
INTERGOVERNMENTAL	9,600.00	0.00	9,754.37	101.61 (154.37)
MISC. REVENUE	4,000.00	557.00	3,574.97	89.37	425.03
OTHER FINANCING SOURCES	<u>0.00</u>	<u>235,251.29</u>	<u>235,251.29</u>	<u>0.00 (</u>	<u>235,251.29)</u>
TOTAL REVENUES	<u>284,214.00</u>	<u>237,412.46</u>	<u>520,299.06</u>	<u>183.07 (</u>	<u>236,085.06)</u>
<u>EXPENDITURE SUMMARY</u>					
COUNTY BUILDING	86,500.00	3,132.68	36,234.45	41.89	50,265.55
OTHER	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	<u>121,648.00</u>	<u>60,823.52</u>	<u>356,898.32</u>	<u>293.39 (</u>	<u>235,250.32)</u>
TOTAL EXPENDITURES	<u>208,148.00</u>	<u>63,956.20</u>	<u>393,132.77</u>	<u>188.87 (</u>	<u>184,984.77)</u>
REVENUES OVER/(UNDER) EXPENDITURES	76,066.00	173,456.26	127,166.29	(51,100.29)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2015

301-COUNTY BUILDING FUND

100.00% OF YEAR COMP.

DEBT SERVICE

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>DEBT SERVICE</u>					
301-4-800-4410 PRINCIPLE	75,302.00	37,912.38	310,552.60	412.41 (235,250.60)
301-4-800-4420 LEASE PAYMENT/INTEREST	46,346.00	22,911.14	46,345.72	100.00	0.28
301-4-800-4430 FISCAL AGENT	0.00	0.00	0.00	0.00	0.00
TOTAL DEBT SERVICE	121,648.00	60,823.52	356,898.32	293.39 (235,250.32)
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TOTAL DEBT SERVICE	121,648.00	60,823.52	356,898.32	293.39 (235,250.32)
<hr/>					
TOTAL EXPENDITURES	208,148.00	63,956.20	393,132.77	188.87 (184,984.77)
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	76,066.00	173,456.26	127,166.29	(51,100.29)

*** END OF REPORT ***

BROOKINGS COUNTY
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302-ADM BLDG PROJECT FUND
 FINANCIAL SUMMARY

100.00% OF YEAR COMP.

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00

EXPENDITURE SUMMARY

ADMINISTRATIVE FACILITY	0.00	0.00	0.00	0.00	0.00
TRANSFERS OUT	0.00	0.00	533,762.02	0.00	(533,762.02)
TOTAL EXPENDITURES	0.00	0.00	533,762.02	0.00	(533,762.02)
REVENUES OVER/ (UNDER) EXPENDITURES	0.00	0.00	(533,762.02)		533,762.02

BROOKINGS COUNTY
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304-CH BUILDING REMODEL
 FINANCIAL SUMMARY

100.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
MISC. REVENUE	0.00	0.00	17.77	0.00 (17.77)
OTHER FINANCING SOURCES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>0.00</u>	<u>0.00</u>	<u>17.77</u>	<u>0.00 (</u>	<u>17.77)</u>
<u>EXPENDITURE SUMMARY</u>					
COURTHOUSE BLDG REMODEL	0.00	0.00	0.00	0.00	0.00
TRANSFERS OUT	<u>0.00</u>	<u>235,251.29</u>	<u>320,724.79</u>	<u>0.00 (</u>	<u>320,724.79)</u>
TOTAL EXPENDITURES	<u>0.00</u>	<u>235,251.29</u>	<u>320,724.79</u>	<u>0.00 (</u>	<u>320,724.79)</u>
REVENUES OVER/ (UNDER) EXPENDITURES	0.00 (235,251.29)	(320,707.02)		320,707.02

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2015

PAGE: 1

401-TIF #1 (Aurora) DEBT SRVC
 FINANCIAL SUMMARY

100.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	285,000.00	0.00	320,214.97	112.36 (35,214.97)
MISC. REVENUE	100.00	0.00	71.93	71.93	28.07
OTHER FINANCING SOURCES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>285,100.00</u>	<u>0.00</u>	<u>320,286.90</u>	<u>112.34 (</u>	<u>35,186.90)</u>
<u>EXPENDITURE SUMMARY</u>					
VERASUN	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	<u>238,300.00</u>	<u>0.00</u>	<u>1,498,303.86</u>	<u>628.75 (</u>	<u>1,260,003.86)</u>
TOTAL EXPENDITURES	<u>238,300.00</u>	<u>0.00</u>	<u>1,498,303.86</u>	<u>628.75 (</u>	<u>1,260,003.86)</u>
REVENUES OVER/(UNDER) EXPENDITURES	46,800.00	0.00	(1,178,016.96)		1,224,816.96

Aged Accounts Receivable Report-December 2015

County Liens

6,006 Accounts in the Report

Current	\$114,986.42
30 days	\$64,387.49
60 days	\$29,207.37
90 days	\$36,132.20
over 120 days	\$5,363,908.75
Total	\$5,608,622.23

Court Appointed Attorney Fees	\$2,783,919.17
Civil Judgement Lien	\$197,316.18
Care of Poor	\$2,241,596.06
Involuntary Mental Illness	\$12,799.42
Voluntary Mental Illness	\$203,359.23
Prisoner Meds	\$150,565.34
Restitution (psycho sexual evals)	\$2,416.50
Transcripts	\$18,700.30
Other	(\$2,049.97)
Total	\$5,608,622.23

Jail Costs

1,769 Accounts in the Report

Current	\$13,760.19
30 days	\$5,435.80
60 days	\$5,597.62
90 days	\$22,124.06
over 120 days	\$800,979.95
Total	\$847,897.62

CAA	\$0.00
Jail Costs	\$726,130.34
Prison Meds	\$126,602.09
Other	(\$4,834.81)
Total	\$847,897.62

Juvenile Detention

557 Accounts in the Report

Current	(\$931.42)
30 days	\$0.00
60 days	\$0.00
90 days	\$0.00
over 120 days	\$816,436.06
Total	\$815,504.64

Juveniles	\$816,436.06
Other	(\$931.42)
Total	\$815,504.64

MONEY COLLECTED AND RECEIPTED IN THE FINANCE OFFICE IN 2015

2015	MV Amounts	Tax Amounts	Misc Receipts
January	553,332.76	813,857.09	583,559.37
February	505,004.65	710,778.41	783,441.71
March	756,019.99	1,505,254.15	250,175.99
April	383,118.15	16,935,639.05	1,154,590.84
May	556,508.15	3,324,231.59	821,075.85
June	723,348.84	131,511.27	680,721.24
July	679,727.13	143,809.39	901,707.99
August	687,676.36	119,841.06	594,827.02
September	616,791.77	615,670.64	300,610.35
October	466,012.83	15,324,842.68	663,575.95
November	530,420.17	3,698,505.03	249,030.19
December	377,374.06	257,807.32	417,998.59
TOTAL	6,835,334.86	43,581,747.68	7,401,315.09

GRAND TOTAL MONIES RECEIVED IN FINANCE OFFICE IN 2015**57,818,397.63**

MONEY COMPARISON FOR THE LAST 5 YEARS

	MV	TAX	MISC	GRAND TOTALS
2015	6,835,334.86	43,581,747.68	7,401,315.09	57,820,412.63
2014	5,744,401.08	41,327,161.45	6,636,475.06	53,710,051.59
2013	5,338,699.30	39,754,210.45	5,961,390.21	51,054,299.96
2012	4,843,458.44	38,004,348.16	7,903,375.15	50,751,181.75
2011	4,334,348.62	35,313,397.25	5,455,610.23	45,103,356.10

SD DEPARTMENT OF REVENUE

PROPERTY AND SPECIAL TAXES DIVISION
445 E. CAPITOL AVENUE
PIERRE, SD 57501-3185

PHONE: (605) 773-3311
FAX: (605) 773-6729

TO: County Auditors

FROM: Wendy Semmler, CAA
Property & Special Tax Division

RE: Consumer Price Index for 2016 – Taxes Payable 2017

DATE: January 27, 2016

This office has received notice of the CPI. **The CPI to be used for taxes payable in 2017 is 0.0%.**

SDCL 10-13-38 states that the Department of Revenue shall notify the County Auditor by February 1 of each year of the CPI. This statute also states that the County Auditor shall notify each taxing district, except school districts, within the county by March 1 of this index factor.

The index factor is the percent a taxing district may increase the taxes payable in the following year (SDCL 10-13-35). Total amount of increase is the CPI and growth. You may want to caution the taxing districts that accurate growth numbers will not be available until you receive the growth of utilities by the fourth Monday in August.

DISTRICTS THAT OPTED OUT OF TAX LIMITATION (except school districts)

To calculate the amount an entity can collect in a year after an opt out, use the following example:

- Taxes received in 2015 were \$5,000.
- Plus CPI & growth, the entity calculated they could receive \$5,160 for pay 2016. They actually had needed \$10,000. Therefore, the entity opted out of the tax limitation for \$4,840 (\$10,000 need - \$5,160 allowable).
- To calculate what the entity may receive in pay 2017 → \$5,160 (taxes received in 2016) increased by CPI + growth = new limitation + opt out
$$\$5,160 \times (0.0\% \text{ CPI} + 1.0\% \text{ Growth}) = \$5,212 + 4,840 (\text{opt out}) = \$10,052.$$
- The district does not have to opt out again, unless they need more than the \$10,052

REMINDERS

- Opt Outs cannot receive the growth + CPI increase.
- Even with the increase from growth and CPI, all taxing entities must remain within the levy statute limits.
- Please advise your taxing entities to double check that their Opt Outs are still valid for the Pay 2017 tax year before they submit their request.
- Opt Out deadline is July 15

Any questions on calculating the limitation or about opt outs, contact Wendy at 773-4923 or Codi at 773-6149.

Stacy Steffensen

From: Kathy Hanson
Sent: Friday, January 29, 2016 8:13 AM
To: Stacy Steffensen
Subject: RSVP list

Lyle Tufty
Art Wilber
Dave Peterson
Darel Palm
Carmen Wika
Kathy Jorenby
Art Niles
Jim Steen
Ron Eggen
Bob Ohlsen
Carl Basmajian
Dennis Josephsen
Jim Herrboldt
Robin Savage
Dennis Hanson
Steve Prunty
Charlie Schnabel
Russ Larson
Barry Meyer

Kathy Hanson, Office Manager

Brookings County Sheriff's Office
315 7th Ave
Brookings SD 57006
605-696-8300



BROOKINGS COUNTY DEVELOPMENT DEPARTMENT

Emergency Management/Planning, Zoning and Drainage

Brookings City/County Government Center

520 3rd Street, Suite 200

BROOKINGS, SOUTH DAKOTA 57006

ROBERT W. HILL

TELEPHONE (605) 692-5212

FAX (605) 696-8355

E-MAIL rhill@brookingscountysd.gov

January 29, 2016

Brookings Radio Club / Storm Spotters 2016

The following individuals are members of the Brookings Radio Club and trained as Severe Weather Storm Spotters for Brookings County.

Terry G. Albers
Nancy A. Anderson
James K. Booth
Richard Canaday
Harlan Feldhus
Dennis Hetrick
Sanath Kumar
David A. Larson
Vicki Larson
Duane Martin
Gregory Moir
Kurt Narveson
Cathy Narveson
Darel Palm
David Peterson
Larry Peterson
Kenneth Robinson, Jr
Susan Schuurman
Arend Schuurman
Roland Thompson
Randy VanDyke
Dennis Welu
Arthur Wilber
Wayne Williams
Delores Williams
Dave Wiesner

Individuals listed have received training on how to spot severe weather. They understand the risks involved with storm spotting and have volunteered under their own free will to assist Brookings County Emergency Management in a time of need during natural disasters.

Please let me know if you any questions.

Sincerely,

Robert W. Hill
Emergency Manager

2016 Wages

Aguirre, Maria--\$16.99
Anderson, Jeffery--\$27.11
Andresen, Michael--\$14.70
Beller, Jennifer--\$18.26
Bergt, Ethan--\$16.99
Berkness, Alexander--\$17.33
Birk, Richard--\$68,201.12
Bitar, Nawal--\$16.99
Biteler, David--\$21.10
Brehmer, Jacob--\$21.25
Buseth, Vicki--\$73,274.76
Calhoon, Clyde--\$121,565.86
Camacho Erosa, Angela--\$16.99
Chapman, Beverly--\$66,139.58
Chapman, Craig--\$19.38
Christensen, Matt--\$18.88
Cofell, Richard--\$20.30
Cramer, Lynn--\$20.83
DeJong, Darren--\$24.90
Delaney, Michelle--\$18.03
Doremus, Sean--\$21.10
Dragseth, Joyce--\$68,161.86
Eaton, Valerie--\$22.00
Egeberg, Gary--\$14.70
Ellingson, Kimberly--\$16.99
Enz, Gregory--\$19.13
Erickson, Andrew--\$17.67
Erickson, Michael--\$21.82
Friedrich, Clifford--\$26.77
Gengler, Michael--\$21.53
Giegling, Michael--\$24.73
Gross, Linda--\$20.71
Haddock, Alisha--\$16.99
Haider, Darin--\$28.01
Hanson, Kathryn--\$21.54
Hanson, Tammy--\$21.82
Haugen, Richard--\$22.69
Hauptert, Shiann--\$17.33
Hieb, Jere--\$20.57
Hieb, Richard--\$5,000.06
Hill, Robert--\$68,161.86
Hoekman, Devan--\$22.00
Holzhauser, Michael--\$66,110.72

Howard, Abigail--\$89,263.20
Jensen, Larry--\$16,927.82
Johnson, Angela--\$18.39
Kelley, Richard--\$17.33
Kindt, Melanie--\$15.80
Klingbale, Larry--\$23.16
Klitzke, Anita--\$19.13
Kneebone, Dale--\$23.16
Kriese, Jeremy--\$22.40
Krogman, Ryan--\$16,927.82
Kruse, Belinda--\$17.80
Lang, Mitchell--\$14.70
Langstraat, Manuel--\$21.53
Lehnertz, Adam--\$16.99
Lenander, Shelly--\$11.50
Lilla, Christopher--\$57,867.67
Littlecott, Laura--\$24.24
Maher, Rae Lynn--\$19.13
McCrea, Don--\$21.53
McCrea, Kristen--\$16.99
Miller, Dennis--\$24.90
Miller, Stephne--\$16,927.82
Mitzel, Derek--\$17.33
Molengraaf, John--\$18.28
Morlock, Amber--\$20.02
Moser, Misty--\$41,641.60
Mulhair, Christopher--\$19.00
Murfield, Kevin--\$16.99
Ness, Paul--\$17.67
Nesvold, Teree--\$64,216.36
Norgaard, Gary--\$21.54
Norgaard, Nick--\$18.03
Olson, Robert--\$21.54
Page, Zachary--\$17.33
Peterson, Jenna--\$16.99
Pierce, Irene--\$23.16
Pierce, Lee Ann--\$16,927.82
Pike, Jon--\$30.93
Plowman, Shawn--\$23.14
Poindexter, Colleen--\$20.83
Price, Sheila--\$17.33
Rennich, Susan--\$23.30
Ribstein, Randy--\$23.16
Rippert, Jacqueline--\$18.15
Sampson, James--\$23.14
Scheer, Aaron--\$14.70
Schultz, Lori--\$23.16

Scott, Michael--\$20.83
Sebring, Scott--\$73,275.02
Stanwick, Martin--\$91,028.86
Steen, Peggy--\$18.15
Steffensen, Stacy--\$66,609.14
Stoebner, B. Jean--\$20.04
Stoltenburg, Michael--\$21.53
Swartos, Don--\$21.54
Sweebe, Bart--\$67,809.82
Taylor, Susan--\$16.12
Thornton, Tonia--\$17.33
Tolley, Sally--\$16.44
Umberger, Charles--\$25.22
VanderWal, Susan--\$17.33
Walburg, Duane--\$25.83
Walsh, Melissa--\$16.44
Williams, Craig--\$16.99
Witchey, Kristen--\$22.11
Yseth, Tom--\$16,927.82

REPORT OF PERSONNEL ACTION

DATE: February 9, 2016

TO: South Dakota Office of Emergency Management

FROM: Brookings County Emergency Management Organization

Approval of the following personnel action is requested for:

Robert W. Hill

January 1, 2016

(Name of Employee)

(Effective Date)

PERSONNEL ACTION					
<input type="checkbox"/>	New Appointment	<input type="checkbox"/>	Leave of Absence	<input type="checkbox"/>	Appointment Terminated
<input type="checkbox"/>	Promotion	<input type="checkbox"/>	Demotion	<input type="checkbox"/>	Dismissal
<input checked="" type="checkbox"/>	Salary Adjustment	<input type="checkbox"/>	Resignation	<input type="checkbox"/>	Other

CHANGE

(Complete all line items listed below as appropriate)

	FROM	TO
Position Title		
Salary	\$49,627.32 (\$66,163.76)	\$51,121.50 (\$68,162.00)
Percentage of Time	75%	75%

I hereby certify that the above personnel change is in accordance with the current county compensation plan.

(Chairman, Co. Commission/Advisory Bd.)

February 9, 2016
(Date)

=====

The signature below does not constitute any guarantee EMPG funding will be awarded for the above personnel action.

(SDOEM Director)

(Date)

Instructions: Complete two copies and submit them both to the SDOEM within thirty (30) days of the change. One copy will be returned after signature of the SDOEM Director.

REPORT OF PERSONNEL ACTION

DATE: February 9, 2016

TO: South Dakota Office of Emergency Management

FROM: Brookings County Emergency Management Organization

Approval of the following personnel action is requested for:

Robert W. Hill

January 1, 2016

(Name of Employee)

(Effective Date)

PERSONNEL ACTION					
	New Appointment		Leave of Absence		Appointment Terminated
	Promotion		Demotion		Dismissal
X	Salary Adjustment		Resignation		Other

CHANGE

(Complete all line items listed below as appropriate)

	FROM	TO
Position Title		
Salary	\$49,627.32 (\$66,163.76)	\$51,121.50 (\$68,162.00)
Percentage of Time	75%	75%

I hereby certify that the above personnel change is in accordance with the current county compensation plan.

(Chairman, Co. Commission/Advisory Bd.)

(Date)

=====

The signature below does not constitute any guarantee EMPG funding will be awarded for the above personnel action.

(SDOEM Director)

(Date)

Instructions: Complete two copies and submit them both to the SDOEM within thirty (30) days of the change. One copy will be returned after signature of the SDOEM Director.

REPORT OF PERSONNEL ACTION

DATE: February 9, 2016

TO: South Dakota Office of Emergency Management

FROM: Brookings County Emergency Management Organization

Approval of the following personnel action is requested for:

Richard Haugen

January 1, 2016

(Name of Employee)

(Effective Date)

PERSONNEL ACTION					
<input type="checkbox"/>	New Appointment	<input type="checkbox"/>	Leave of Absence	<input type="checkbox"/>	Appointment Terminated
<input type="checkbox"/>	Promotion	<input type="checkbox"/>	Demotion	<input type="checkbox"/>	Dismissal
<input checked="" type="checkbox"/>	Salary Adjustment	<input type="checkbox"/>	Resignation	<input type="checkbox"/>	Other

CHANGE

(Complete all line items listed below as appropriate)

	FROM	TO
Position Title		
Salary (Hourly)	\$5.59 (\$22.34)	\$5.67 (\$22.69)
Percentage of Time	25%	25%

I hereby certify that the above personnel change is in accordance with the current county compensation plan.

(Chairman, Co. Commission/Advisory Bd.)

(Date)

=====

The signature below does not constitute any guarantee EMPG funding will be awarded for the above personnel action.

(SDOEM Director)

(Date)

Instructions: Complete two copies and submit them both to the SDOEM within thirty (30) days of the change. One copy will be returned after signature of the SDOEM Director.

REPORT OF PERSONNEL ACTION

DATE: February 9, 2016

TO: South Dakota Office of Emergency Management

FROM: Brookings County Emergency Management Organization

Approval of the following personnel action is requested for:

Richard Haugen

January 1, 2016

(Name of Employee)

(Effective Date)

PERSONNEL ACTION					
	New Appointment		Leave of Absence		Appointment Terminated
	Promotion		Demotion		Dismissal
X	Salary Adjustment		Resignation		Other

CHANGE

(Complete all line items listed below as appropriate)

	FROM	TO
Position Title		
Salary (Hourly)	\$5.59 (\$22.34)	\$5.67 (\$22.69)
Percentage of Time	25%	25%

I hereby certify that the above personnel change is in accordance with the current county compensation plan.

(Chairman, Co. Commission/Advisory Bd.)

(Date)

=====

The signature below does not constitute any guarantee EMPG funding will be awarded for the above personnel action.

(SDOEM Director)

(Date)

Instructions: Complete two copies and submit them both to the SDOEM within thirty (30) days of the change. One copy will be returned after signature of the SDOEM Director.

COUNTY DEVELOPMENT DEPARTMENT STAFF REPORT

TO: The Members of the County Commission

DATE: January 29, 2016

SUBJECT: Departmental notes for the February 9th, 2016 Brookings County Commission Public Hearing on the 2016 Comprehensive Plan as amended.

PREPARED BY: Robert W. Hill, County Development Director

As an introduction for the February 9th, 2016 Public Hearing I would like to go through the process that the Brookings County Planning Commission used in the development of the Comprehensive Plan.

During the process we did keep the Brookings County Commission aware of our progress as it moved along and are also participated in several of our meetings, even attending the January 26th, 2016 Public Hearing that the Brookings County Planning Commission held.

Community meetings were held in Brookings County from September 2013 to March 17, 2014. They were held at Volga, White, Elkton and Brookings cities. The Mayor of Bushnell did attend the meeting White also. Afton, Argo and Brookings Townships had presentations in their local jurisdictions, the Brookings County Towns and Townships meeting at the Swiftel Center and the Lake Poinsett Area Development Association also met with County staff.

A survey was developed and mailed out to 552 individuals of rural unincorporated households across the county through a random sampling. The survey was also available on-line and at various meetings.

221 surveys were returned, 139 from the online format and 82 from the paper format.

The original concept was to revise the Comp Plan and base it off of the latest trends in the Planning arena. After a couple of draft versions were produced it was decided to shift to a more South Dakota type of document.

The 1st Planning District then stepped in and assisted in assembling everything that had been captured up to that point and the 2016 Version is what will be heard on February 9th, 2016.

I would be remiss if I did not mention some of the many people who assisted us in the development of this plan. Meghan Thoreau, a former Brookings County Development Department staff started the ball rolling for us, John Wallner was an intern who assisted in inputting a lot of the data that was produced, a SDSU Sociology Class, Rural Community Development course, Richard Haugen, Luke Muller, Todd Kays, our Brookings County Planning Commission and the most important are the citizens of Brookings County who assisted the Planning Commission in developing this plan.

The Planning Commission also met four times in 2015 to review the plan in depth and made several recommendations to improve the document.

On January 26th, 2016 the Brookings County Planning Commission made eight (8) amendments to the Comprehensive Plan. The amendments were added to the document and it was posted to the Brookings County website for the public to review the plan that you will either approve or reject on February 9th, 2016.

COMPREHENSIVE LAND USE PLAN FOR BROOKINGS COUNTY

**PREPARED BY
THE BROOKINGS COUNTY PLANNING COMMISSION**

**WITH ASSISTANCE FROM
THE FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS**

BROOKINGS COUNTY, SOUTH DAKOTA

COMPREHENSIVE LAND USE PLAN

**Notice of Public Hearing (Planning Commission) Published
in the Brookings Register: January 5, 12, & 19 2016**

**Notice of Public Hearing (Planning Commission) Published
in the Volga Tribune, Tri-City Star, and Elkton Record:..... January 7, 14, & 21 2016**

Public Hearing held by Planning Commission: January 26, 2016

Planning Commission Recommendation: January 26, 2016

**Notice of Public Hearing (County Commission) Published
in the Brookings Register: January 28 & February 4, 2016**

**Notice of Public Hearing (County Commission) Published
in the Volga Tribune, Tri-City Star, and Elkton Record:..... January 28 & February 4, 2016**

Public Hearing held by County Commission: February 9 2016

Resolution Adopted by County Commission: February 9, 2016

Summary of Plan Published: February 18, 2016

Effective Date: March 10, 2016

BROOKINGS COUNTY COMMISSIONERS

RYAN KROGMAN	CHAIR
TOM YSETH	COMMISSIONER
STEPHNE MILLER	COMMISSIONER
LARRY JENSEN	COMMISSIONER
LEE ANN PIERCE	COMMISSIONER

BROOKINGS COUNTY PLANNING COMMISSION

JEFF ROBBINS	CHAIR
LEE ANN PIERCE	COMMISSIONER
KIMBERLY ELENKIWICH	COMMISSIONER
DARRELL KLEINJAN	COMMISSIONER
RANDY JENSEN	COMMISSIONER
TERRELL SPENCE	COMMISSIONER
DARREL E. NELSON	COMMISSIONER
ROBERT ROCHEL	COMMISSIONER
LAURIE NICHOLS	COMMISSIONER
TOM DAVIS	ALTERNATE
ROGER ERICKSON	ALTERNATE

THIS BROOKINGS COUNTY COMPREHENSIVE LAND USE PLAN WAS PREPARED WITH ASSISTANCE FROM
THE FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS

TODD KAYS, EXECUTIVE DIRECTOR
LUKE MULLER, PLANNER

FORWARD

This document is the Brookings County Comprehensive Land Use Plan adopted pursuant to SDCL 11-2, and is the official policy guide for future land use decisions for Brookings County. The written policies, goals and objectives, and recommendations along with the Future Land Use Map(s) and other maps provide guidance for decisions affecting the use and development of land within the unincorporated areas of Brookings County. It is also recognized that this document should be reviewed annually and revised to reflect the changing aspiration of the citizens of Brookings County.

A public hearing of the Brookings County Planning Commission was held and this plan was recommended for approval by the Brookings County Planning Commission on January 26, 2016. A public hearing of the Brookings County Board of County Commissioners was held on February 9, 2016. The Brookings County Commission adopted this plan on February 9, 2016. The effective date of this document is March 10, 2016.

Chairperson
Planning Commission

Chairperson
Brookings County Commission

Attest:

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INTRODUCTION

Change is a constant that will affect individuals throughout their life. Individuals need to make plans which will accommodate the changes they will encounter in the future. A plan can provide valuable insight into the possible solutions to the problems which typically accompany change. Planning for change is not limited to individuals. It also applies to communities and counties. Although the Brookings County Planning Commission and Board of County Commissioners have excelled in the historical application of land use management controls to the unincorporated areas of Brookings County, future development has the potential of applying new and varied pressures on local decision makers. Those pressures may be in the form of residents demanding new or additional services of township or county governments and/or the potential conflicts that occur in the siting of various uses – concentrated animal feeding operations, wellfields, wastewater treatment facilities, landfills, aggregate mining, and non-farm residences to name a few. The continued development of the county should not occur haphazardly or without insight to a plan addressing future growth patterns. For without a well-prescribed plan for future expansion, municipal, township and county leaders will be left unguided to make decisions which could impact the county's ability to progressively develop.

The Brookings County 2016 Comprehensive Land Use Plan (hereafter referred to as the Plan) is intended to replace the existing land use plan, and is meant to be a dynamic document which can evolve and respond to changing conditions. The Plan strives to integrate and balance the various plans and policies so as to promote the most beneficial physical development and community/county welfare possible for the next fifteen (15) to twenty (20) years.

The first characteristic of the Plan is that it is long-term in nature. The intent of this plan is to assist in the shaping of Brookings County's anticipated development by providing the means necessary to attain a prescribed future. Second, this plan is comprehensive in that it will be directed toward all of the unincorporated areas of the county, and serve as a guide to the physical development of those areas. Also, the Plan is the official policy document that provides a consistent statement of the County's plans and policies for future development and will further guide the decisions made by the Brookings County Board of County Commissioners, Planning Commission, Board of Adjustment, and various other governmental officials. The Plan offers a guide that will assist in answering potential questions regarding future land use and zoning and subdivision regulations. These policies form a common thread throughout the plan, stressing the critical importance of compact and contiguous growth of municipalities and established growth areas. Additionally, the Plan emphasizes the importance of long-term agricultural use by seeking to minimize interference with farming activities and discourage premature development, which may lead to costly and inefficient public expenditures.

This comprehensive land use plan depicts a pattern of land uses reflective of Brookings County's historical endeavor to achieve a balance of land that provides for the needs of the county. While the Plan is not a prescription for specific development uses and forms, the County will continue to control the location and density of general categories of land use through its continued adherence to the policies and land use maps contained herein, unless there are demonstrable and overriding reasons for not doing so.

Furthermore the Plan promotes managed growth that is cost-effective and logical. Brookings County, working with the incorporated municipalities, strives to prevent leapfrog development or urban sprawl, as well as minimize conflict between incompatible uses that may locate next to each other. In addition, the Plan establishes a circular process of implementation, review, and amendment for itself.

Finally, the Plan is designed to meet the statutory requirements of the State of South Dakota. The ability of Brookings County to plan and regulate land use within its borders is granted through South Dakota Codified Law Chapters 11-2 and 11-3. Also, this Plan is intended to meet planning requirements for its implementation tools, chief among those being the county's zoning ordinance.

PLANNING HISTORY

Counties and municipalities are allowed by South Dakota Codified Law to prepare and adopt comprehensive plans, zoning and subdivision regulations. Brookings County began land use planning efforts in the early 1970's. The Brookings County Comprehensive Water and Sewer Plan was updated in 1973 and was used as the basis for the county's comprehensive plan. Zoning and subdivision ordinances were adopted in May of 1976. Since the inception of zoning, the county has amended the ordinance as needed with comprehensive updates in 1988, 1997, and 2007. Many of the communities within Brookings County have adopted comprehensive plans and zoning/subdivision regulations. Of the nine municipalities in Brookings County, only Bruce and Sinai have not established formal land use regulations. Brookings and Bushnell are currently reviewing land use policies, and the Cities of Volga and Aurora have completed comprehensive updates to their land use plans and zoning ordinances in the last three years.

Since 1980, the county has shared zoning authority with the City of Brookings. This extraterritorial zoning jurisdiction area encompasses land within three miles of the City of Brookings.

The latest update of the Comprehensive Land Use Plan for Brookings County was completed in 2000. That update re-iterated many core tenets of the original Water and Sewer Plans of the 1970's and established policies for areas of future development as were identified in the new draft.

In 2013, Brookings County made the decision to update its existing comprehensive land use plan. Brookings County Development Office Staff with assistance from South Dakota State University – Rural Sociology Department (students) initially conducted background research and created a survey which was then mailed to some residents and Township Supervisors of Brookings County and was available to be completed online. From the fall of 2013 until the spring of 2014, staff, with assistance from the students and First District Association of Local Governments, conducted community meetings in Volga, Brookings, Elkton, and White. Following those meetings county staff, with assistance from the Brookings County Planning Commission, utilized aerial photography and site visits to complete a land cover map of the entire county. Detailed information of Brookings County's demographics, economic structure, physical geography, transportation, and other areas of study were completed and reviewed. In the fall of 2014 the County Commission requested the First District Association of Local Governments to provide assistance to the County Planning Commission in the creation of policies and completion of the Comprehensive Land Use Plan.

Over a twelve-month period, the First District Association of Local Governments worked with the Planning Commission, County Staff and other leaders in gathering the remaining information, and utilized public meetings to develop policies needed for the completion of this document. Thus, after many hours of meetings and the compilation and analysis of data, the Planning Commission has completed this comprehensive land use plan.

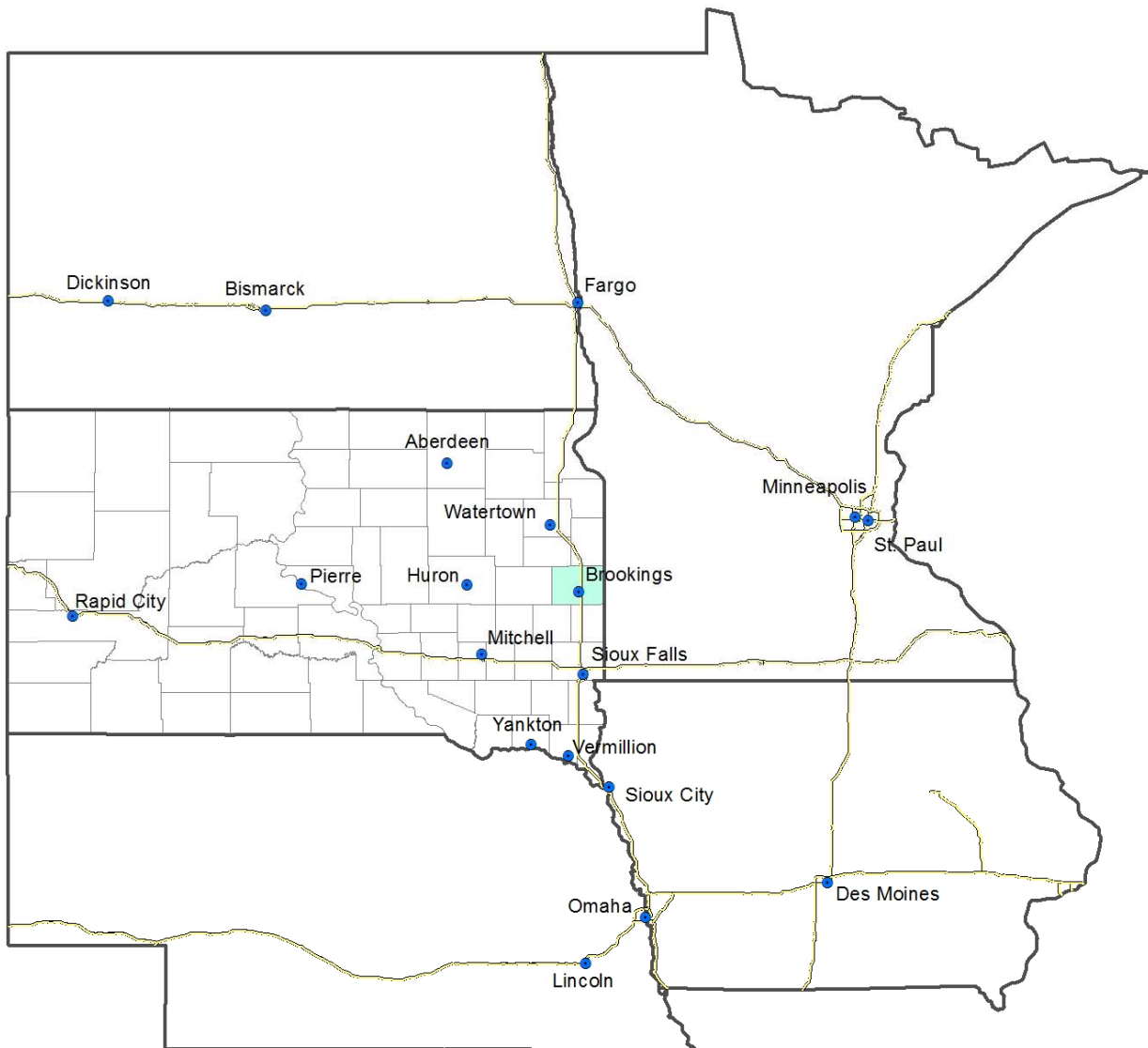
BACKGROUND

REGIONAL LOCATION

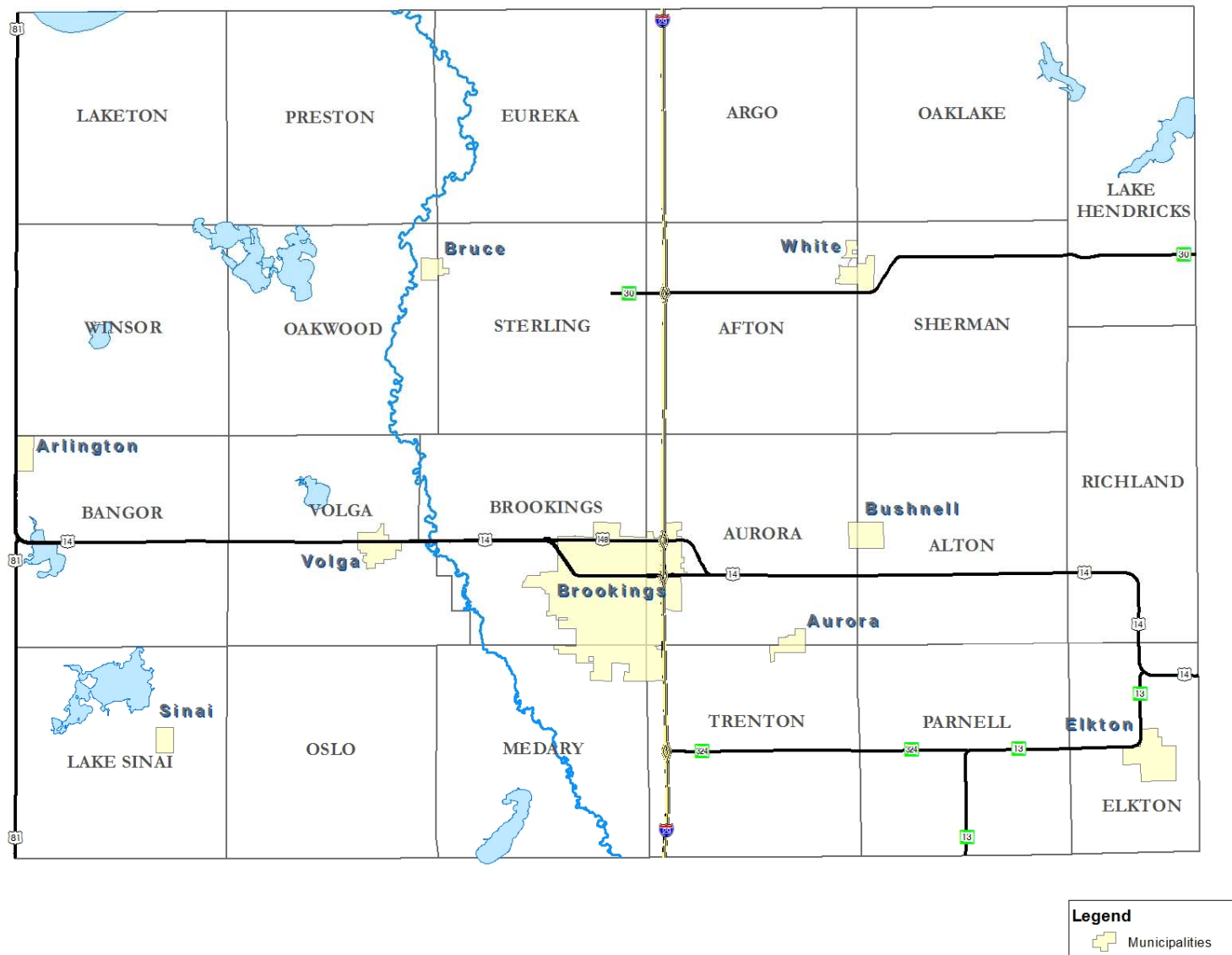
Brookings County lies in the eastern portion of the State of South Dakota at the crossroads of Interstate 29 and Highway 14. Major cities within the region include Fargo, Sioux City, Minneapolis, and Sioux Falls.

The county is comprised of twenty-three townships and nine communities: Aurora, Brookings, Bruce, Bushnell, Elkton, Sinai, Volga, White, and Arlington, which is partially in both Kingsbury and Brookings Counties. The centrally located City of Brookings is the county seat.

**MAP 1
REGIONAL LOCATION MAP**



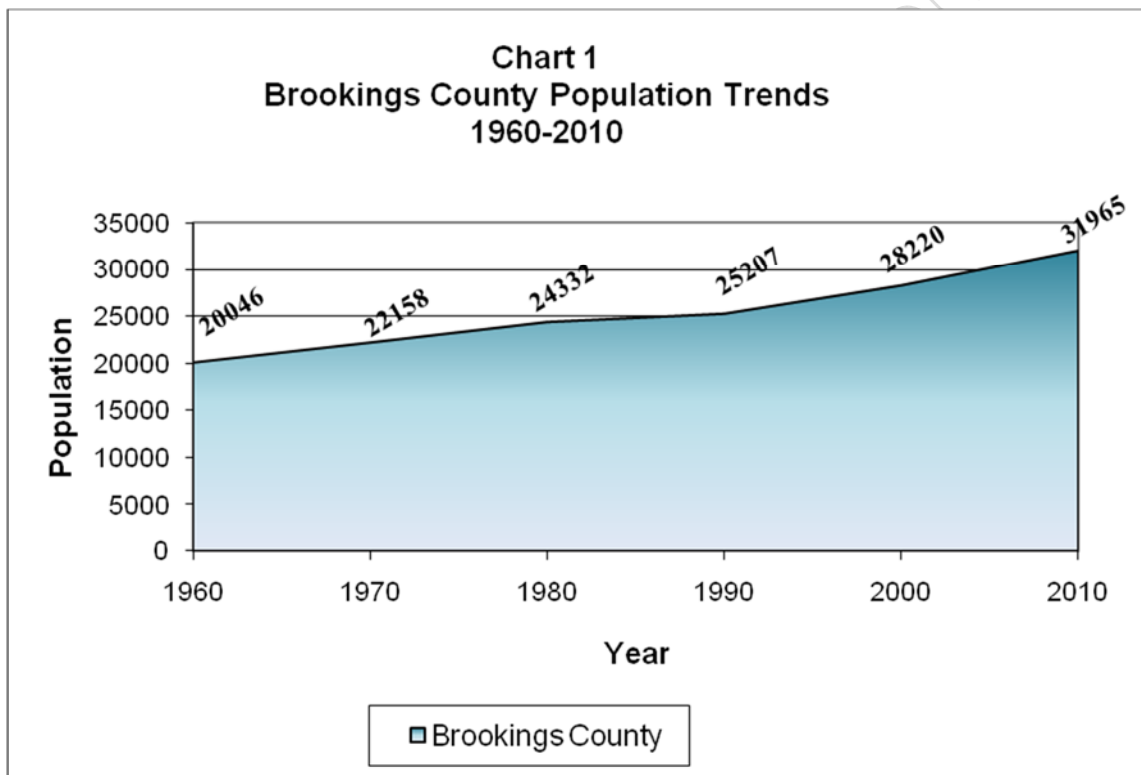
**MAP 2
INCORPORATED MUNICIPALITIES AND TOWNSHIPS MAP**



POPULATION

The study of a county's population is an essential component in the development of a comprehensive land use plan. By understanding the makeup of its population, a county is then better prepared to plan for the future needs of its citizenry. This section examines the population of Brookings County with respect to its current rural versus urban composition, various push-pull factors which have and will continue to influence population in the county, and a population projection for the purposes of planning.

The population of the county is 31,965 (2010 Census). Chart 1 displays information on the population trends for Brookings County from 1960 to 2010. Brookings County has increased in population by nearly sixty (59.5) percent since 1960 (11,919 persons). Population has steadily increased during that time period with an average of 1.1% annually; however since 1990 population has increased at a steeper annual rate of 2.7%.



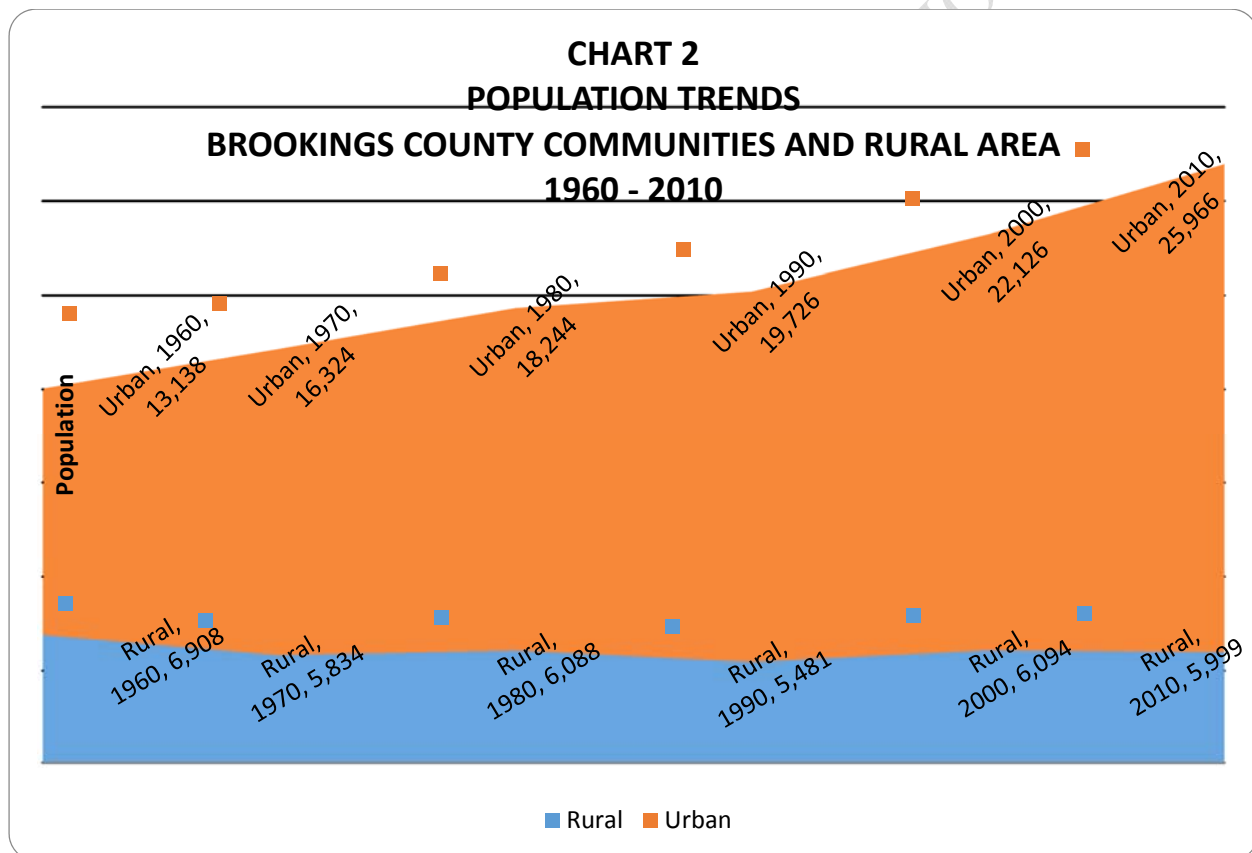
Sources for Chart 1 – US Bureau of Census of the Population 1960, 1970, 1980, 1990, 2000, and 2010.

Table 1 and Chart 2 detail Brookings County population trends by dividing the county into communities and the rural area as subsets. The population of the rural areas within Brookings County have declined since 1960 (–13.2%, 909 persons). In rural areas throughout the region, population has typically decreased due to the exodus of young adults upon graduation from high school. This trend is partially evident in rural Brookings County by simply identifying the decrease of population over the last fifty years of 13.2% (909 individuals). A closer look at Table 1 indicates that the decrease in population appears to be a function of a generational cycle in rural population which appears to be leveling out. Based upon this data, barring any major policy shifts or other factors, it would be reasonable to expect the population in the rural areas to increase slightly, but start to level out over the next two decades.

**TABLE 1
BROOKINGS COUNTY
POPULATION HISTORY 1960-2010**

CENSUS YEAR	RURAL		COMMUNITIES		TOTAL COUNTY
	Population	% of Total	Population	% of Total	
1960	6,908	34.46%	13,138	65.54%	20,046
1970	5,834	26.33%	16,324	73.67%	22,158
1980	6,088	25.02%	18,244	74.98%	24,332
1990	5,481	21.74%	19,726	78.26%	25,207
2000	6,094	21.59%	22,126	78.41%	28,220
2010	5,999	18.77%	25,966	81.23%	31,965

* The communities' population for 1960-2010 included Aurora, Brookings Bruce, Bushnell, Elkton, Sinai, Volga, and White.



Sources for Table 1 and Chart 2 – US Bureau of Census of the Population 1960, 1970, 1980, 1990, 2000, and 2010.

The “communities” subset is defined to include Aurora, Brookings, Bruce, Bushnell, Elkton, Sinai, Volga, and White. Arlington was not included in the population statistics since only a small portion of Arlington is located in Brookings County and the 2010 census listed only (eight) 8 people residing on the Brookings County side of the Arlington. Between 1960 and 2010 the population of the communities in Brookings County has nearly doubled, increasing by 97.6%. The growth, largely attributable to the growth of the City of Brookings, is responsible for shifting the urban versus rural ratio to 81.2% urban in 2010. As indicated in Table 2 between 2000 and 2010, the municipalities of Aurora, Brookings, Elkton, and Volga all posted increases in population.

Though not expressed in this table, Volga and Brookings continued an annual growth of a nearly 2% annual population increase from the 1990 Census. Although Aurora's population only indicates a slight increase between 2000 and 2010 and indicates an actual decrease since 1990 the population of 532 in 2010 is considered low by residents of the area. The census bureau estimates the population of Aurora at 621 individuals which indicates an acknowledgment of the low 2010 number or the Census assumes Aurora is the fastest growing community in all of South Dakota with a 3.3% annual increase since 2010. The communities of Bruce, Bushnell, Sinai, and White all posted losses in population. While the losses by these communities accounted for a significant decrease in the respective populations, it is anticipated that the various factors identified below will likely influence the population of those communities to remain steady or even increase.

**TABLE 2
BROOKINGS COUNTY POPULATION ANALYSIS
BROOKINGS COUNTY COMMUNITIES, AND RURAL AREA PROPORTIONS**

	Population 2000	Proportion of Brookings County 2000	Population 2010	Proportion of Brookings County 2010	Change in Proportion 2000-2010
Aurora	500	1.8%	532	1.7%	-0.1%
Brookings	18,504	65.6%	22,056	69.0%	3.4%
Bruce	272	1.0%	204	0.6%	-0.3%
Bushnell	75	0.3%	65	0.2%	-0.1%
Elkton	677	2.4%	736	2.3%	-0.1%
Sinai	133	0.5%	120	0.4%	-0.1%
Volga	1,435	5.1%	1,768	5.5%	0.4%
White	530	1.9%	485	1.5%	-0.4%
Rural	6,094	21.6%	5,999	18.8%	-2.8%
Total	28,220		31,965		

Sources: US Bureau of the Census, Census of Population 2000, 2010.

As was previously described, Brookings County embarked upon an ambitious survey of residents of the county to determine perceptions regarding a multitude of issues. The results of the survey, along with a review of natural and cultural (man-made) resources found within Brookings County, identified numerous factors attracting residents to Brookings County.

Individuals consider numerous factors when determining where to establish residence. While identifying a complete matrix of why an individual might choose to stay or move to Brookings County is impractical and unnecessary for the purposes of this plan, it is relevant to note existing resources which will continue to keep and attract residents in Brookings County.

Physical Resources:

- Brookings County is located within the "Prairie Pothole Region." Amongst various wetlands which speckle the landscape, particularly in the less developed drainage area west of the Big Sioux River, numerous lakes remain in the county including, but not limited to, Oakwood/Tetonkaha, Goldsmith, Sinai, Oak, Hendricks, Campbell, and Poinsett.
- Gravel deposits of varying quality follow the routes of ancient and current rivers in Brookings County.

- Much soil in the county consists of alluvial loam, as much as five feet thick in some areas, which developed over thousands of years of prairie grass covering the region prior to the founding of Brookings County in 1871.
- The climate of Brookings County typically yields over twenty inches of moisture annually which is ample for the production of most cereal, leguminous, and feed crops. The temperature range within the county is ideal for the raising of livestock. The steady winds found in Brookings County due to its location on the Coteau des Prairie provide opportunity for wind generated electrical power.
- Ample water supply from two major aquifers, primarily the Big Sioux Aquifer, may be utilized for municipal and rural providers of public water sources.

Utility Resources:

- Brookings Municipal Utilities provides electric service to the city of Brookings and operates the distribution system with a large and small commercial rate pricing structure provided for businesses depending on their peak demand. Sioux Valley Energy provides electric service to much of rural Brookings County. Other electrical providers include H-D Electric, Excel Energy, and Ottertail Power. Swiftel Communications provides video, voice, data, wireless networks, cable service and VOIP to Brookings with fiber-to-the-premise throughout the city. Other providers of voice, digital cable TV and high-speed Internet service include Interstate Telecommunications Cooperative (ITC) and Centurylink.
- Brookings Municipal Utilities provides up to 7.5 million gallons of treated water each day to the cities of Brookings and Aurora. The four water towers located in the city of Brookings, along with two water treatment plants, have a combined storage of 6.15 million gallons. The Brookings Wastewater Treatment Plant, located three miles south of the city of Brookings, is a 6 million gallon per day, extended aeration, activated sludge treatment plant with a collection system made up of 84 miles of pipe and four lift stations. Rural water is provided by either Brookings-Deuel Rural Water Service, Inc. out of Toronto, SD, Kingbrook Rural Water Service, Inc. out of Arlington, SD, or Big Sioux Community Water System based near Egan, SD. Kingbrook is currently working on completing substantial improvements to both water capacity and ability to transport water from generation sites which may allow increased supply to residents and agricultural industries in rural Brookings County.
- Natural gas is supplied to the Brookings County community by Northwestern Energy. Northwestern's system includes approximately 7,700 miles of transmission and distribution pipelines and storage facilities serving 168 communities in Montana, South Dakota, and central Nebraska.

Transportation Resources

- Brookings County benefits from prime location on the I-29 corridor that connects US Highways 14 and 81 to I-90.
- Brookings Municipal Airport is full-service airport for private aircraft. And just 55 miles south, the Sioux Falls Regional Airport offers nonstop service to ten cities through six airlines, flights to over 200 domestic cities, and is an International Port of Entry. In addition, UPS and Federal Express provide air cargo service from Sioux Falls Regional Airport.

- A highly developed railway and trucking web serves the distribution needs of the region's industries. Rail service is provided on the Rapid City, Pierre and Eastern Railroad operated by Genesee and Wyoming Inc. which connects to all major centers across North America – bridging Canada, the United States, and Mexico with each other and with the rest of the world by shipping to ports on both the Atlantic and Pacific Oceans. In addition, 10 Brookings County motor carriers offer over-the-road transportation services. US Highway 14 offers a direct route to Minneapolis, and as previously noted the proximity to both Interstate 29 and Interstate 90 offer the ability to ship via truck from coast to coast east and west and from Canada to Kansas City and further south via Interstate 29 and US Highway 81.

Institutional and Economic Resources

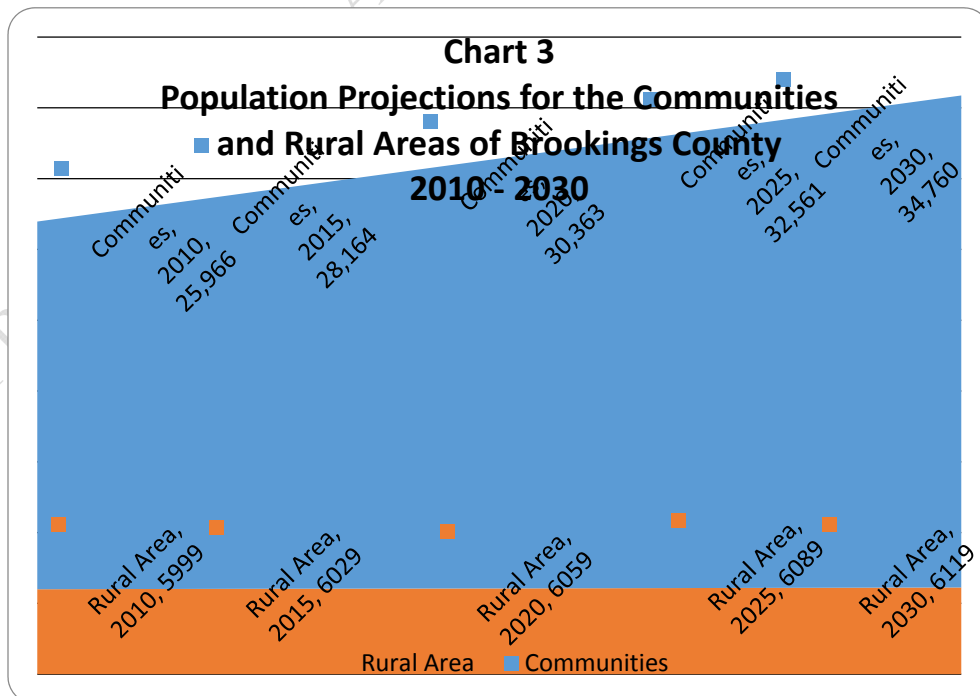
- South Dakota State University (SDSU) is the state's largest land grant university. Centrally located in the city of Brookings, SDSU offers degrees through six colleges and the Graduate School. Its primary strengths include agriculture, engineering, human health and nutrition, renewable energy, pharmaceutical science, geospatial information sciences, environmental sciences, and many other fields. At \$70 million in annual expenditures, SDSU has the most active research program in the state. There are nearly 2,000 SDSU graduates that enter the workforce each year. The university also has four active Governors Research Centers and fosters entrepreneurial growth with assistance to technology based businesses originating from studies at the university. Enrollment has increased steadily over the past several decades and is anticipated to continue to be steady at 12,600 to 13,000 students.
- Large manufacturing and technology businesses have become established in the City of Brookings. Daktronics, founded by SDSU professors, is a global company established and based in the City of Brookings. Other large manufacturing businesses within Brookings include 3M, Larson Manufacturing, and Twin City Fan, which have manufacturing facilities in Brookings County as well as other locations in the Midwest (South Dakota, Minnesota, Iowa, Wisconsin, Illinois, etc.)
- Numerous processing facilities for raw agricultural products are located within and near Brookings County. Bel Brands processes over 500,000 lbs of milk daily. South Dakota Soybean Processors located at the edge of the City of Volga processes up to 80,000 bushels of soybeans daily into soybean oil, soybean meal, and numerous other products. Valero Renewables, located on the northern edge of Aurora, processes up to 120,000 bushels of corn each day into ethanol, distillers grains and other by-products. In neighboring Hamlin County, the Lake Norden Cheese Company processes three million pounds of milk daily into cheese.
- The proximity to other communities in the region has given Brookings County residents more opportunities to access the labor markets in surrounding counties as well as drawing outside labor in. Over 15% of regional, out-of-county residents travel between 33 and 160 miles to work in Brookings County; two percent travel more than 160 miles.

Projections

All of the communities, rural areas, and lakes have the potential to contribute to the county's future population base. Table 3 and Chart 3 exhibit population projections for Brookings County. The population projections were based on regression analysis utilizing U.S. Census Data and local land use plans for each jurisdiction. It should be noted that the 2015 population is projected based upon local projections instead of most recent census projections. As previously mentioned, the census attributes a 3.3% annual population increase to Aurora, where a more modest 1% annual increase is applied. The census also attributes an approximate 1% annual increase to Brookings and Volga, despite recent history indicating population increases closer to 2%. It should be noted the population projections set forth here are dependent upon the actions taken by the local citizens and government.

TABLE 3
BROOKINGS COUNTY POPULATION PROJECTIONS
MUNICIPALITIES AND RURAL AREA 2010 – 2030

	2010	2015	2020	2025	2030
Aurora	532	585	638	692	745
Brookings	22056	23986	25916	27846	29776
Bruce	204	207	209	212	214
Bushnell	65	66	67	67	68
Elkton	736	764	791	819	846
Sinai	120	122	123	125	126
Volga	1768	1945	2122	2298	2475
White	485	491	497	503	509
Rural	5999	6029	6059	6089	6119
Total	31,965	34,193	36,422	38,650	40,879



EXISTING LAND USE

Where and how a county will develop is influenced by the usage of the county's existing land resources. In order for a future plan to properly develop, an understanding of the existing types of land use within the county is necessary. The Brookings County Planning Commission and Staff utilized aerial imagery, existing tax records and some site visits to complete a detailed land cover map. Existing Land Cover Maps (by specific type) are included in Appendix E for each township in Brookings County. The existing land cover map by specific type was then reviewed and the fourteen specific land cover types were classified into the following general land use categories: Municipalities, Agricultural, Commercial/Industrial, Public/Quasi-Public, and Unclassified/ Inundated. Finally, for the purposes of this report, those land uses are analyzed in the context of the following four existing land use areas.

The first existing land use area includes incorporated municipalities. Within Brookings County there are nine (9) incorporated communities. They include White, Volga, Sinai, Elkton, Bushnell, Bruce, Brookings, Aurora, and a portion of Arlington. For the purpose of the Plan, individual land uses and available infrastructure within these communities will not be reviewed.

The second existing land use area includes the developed lakes which have been identified as appropriate locations for the "Lake Park" zoning designation. Lake Campbell, Lake Poinsett, and Lake Hendricks have considerable residential development. Brookings County has also assigned a "Lake Park" zoning designation to portions of shoreline near Oakwood Lake, Oak Lake, and Lake Goldsmith. Lake Park development is primarily residential with instances of commercial and public/quasi-public uses.

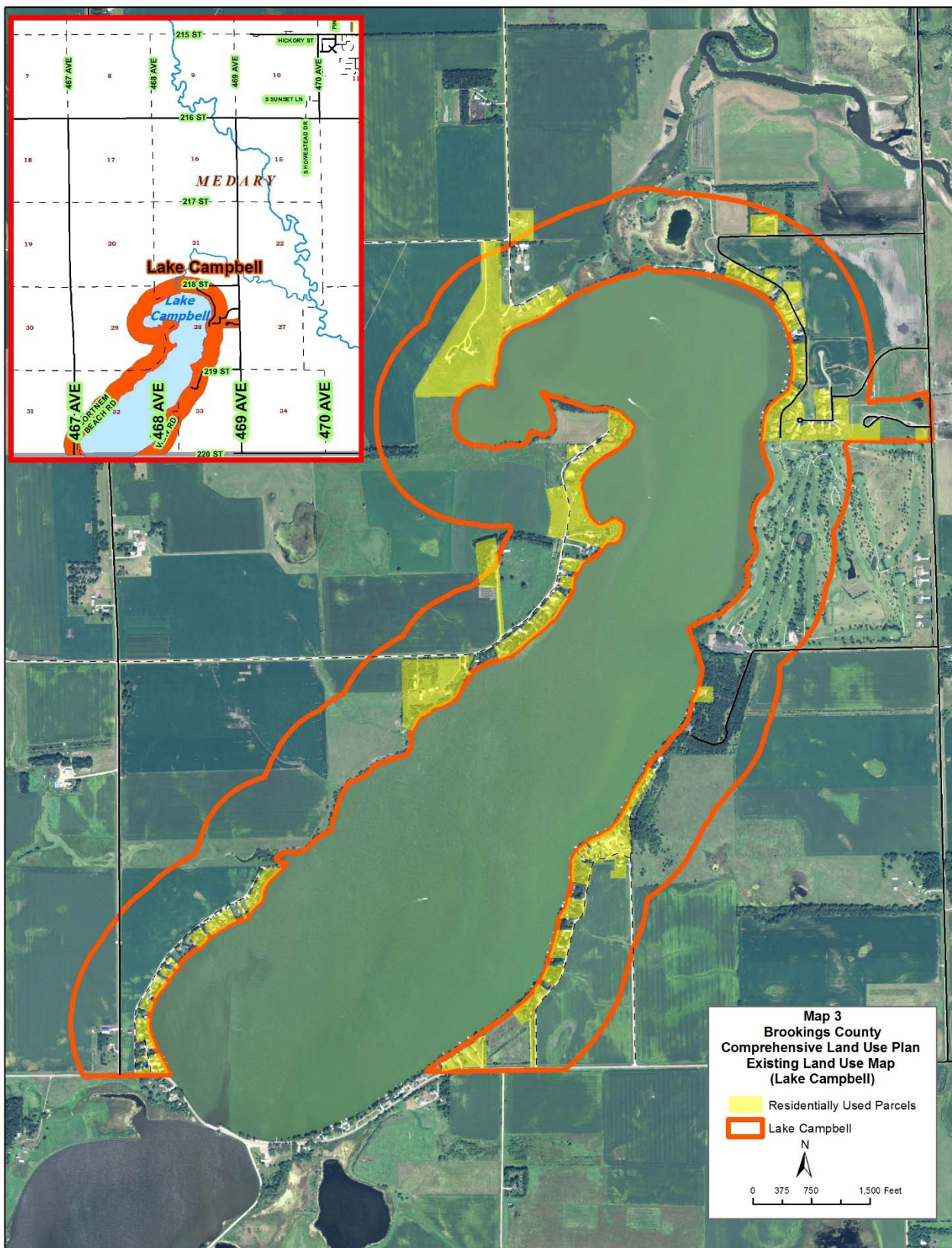
The third existing land use area includes the agreed upon Joint Jurisdiction Area for the City of Brookings and Brookings County. The Joint Jurisdiction Area includes several residential developments, multiple aggregate mining sites, and some scattered commercial uses.

The fourth existing land use area includes the remaining unincorporated areas of the county. By area, this is the largest existing land use area within the county. Agricultural activities are the primary uses in this area. Within this category there are individual residences, public/quasi-public uses, conservation/recreation areas, commercial and industrial uses, and aggregate mining. Existing Land Use Maps for each township are located in Appendix E.

DEVELOPED LAKES EXISTING LAND USE

Lake Campbell

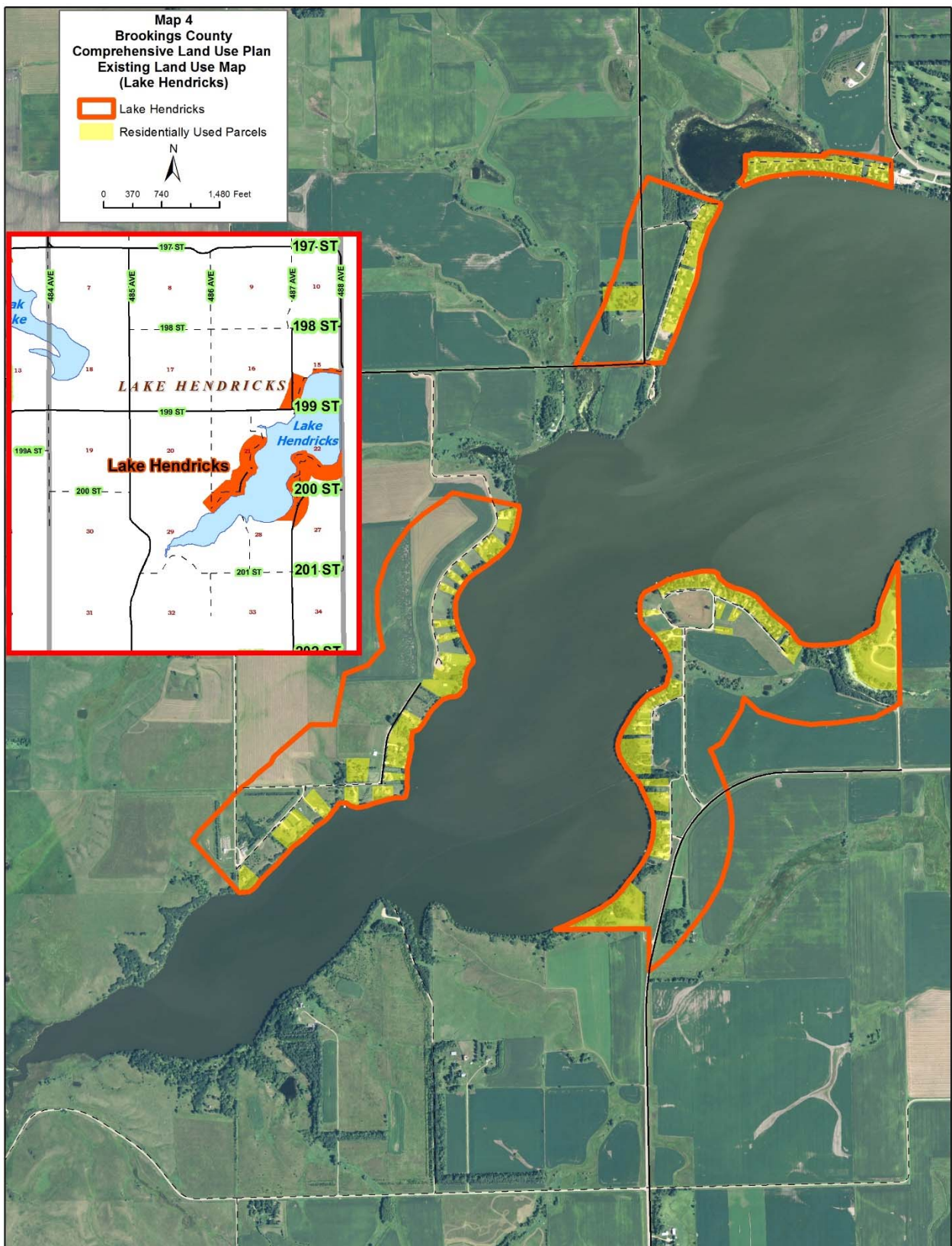
Lake Campbell consists of approximately 809 acres and is located south of the City of Brookings, sharing a border with Moody County. Considerable residential development is situated on this lake, with all residences utilizing septic tanks for provision of sanitary sewer services. Within the Lake Campbell Lake Park Zoned Area, the specific land use survey identified 147 parcels with residential structures. Those parcels include approximately 130 acres, accounting for approximately 18% of the Lake Park Zoned area. In addition to the parcels with residences currently used, approximately 70 additional undeveloped parcels may be used for residential purposes in the future. The other land uses near Lake Campbell are primarily agricultural, with the exception of a golf course on the east side of the lake. (See Map 3).



Lake Hendricks

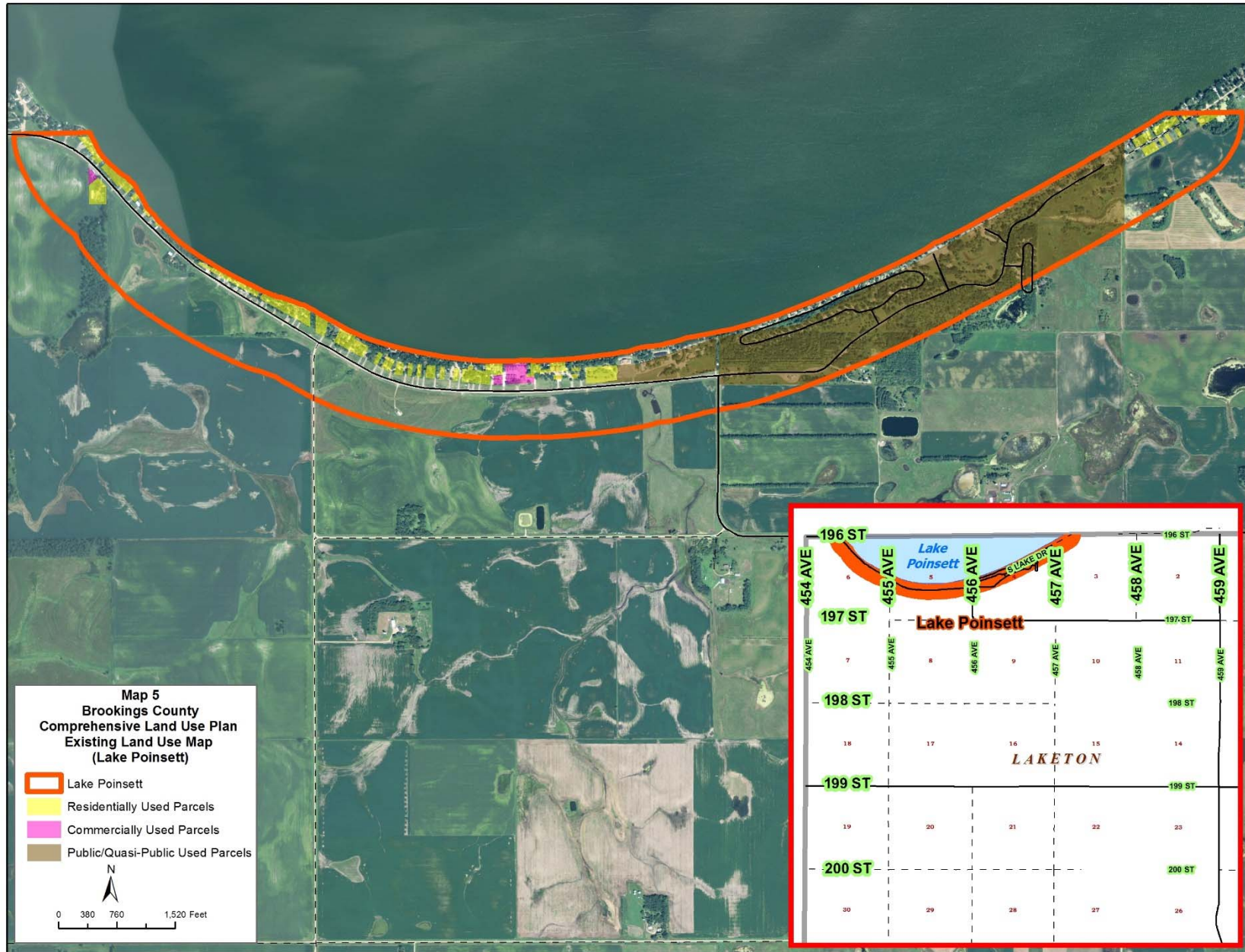
Lake Hendricks is a large lake located in the northeast corner of Brookings County. Split by the South Dakota/Minnesota border, approximately 867 acres of the lake are located in Brookings County; with more located on the Minnesota side of the border. Considerable residential development is situated on this lake, with some residences in the northeast corner of the lake connected to the Hendricks, Minnesota Municipal sanitary sewer system and the rest served by septic tanks. Within the Lake Hendricks Lake Park Zoned Area, the specific land use survey identified 115 parcels with residential structures. Those parcels include nearly 97 acres, accounting for approximately 24% of the Lake Park Zoned area. In addition to the parcels with residences currently used, approximately 65 additional undeveloped parcels may be used for residential purposes in the future. The other land uses near Lake Hendricks are primarily agricultural, with a few building sites used for storage of personal and agricultural equipment. (See Map 4).

APPROVED BY PLANNING COMMISSION - 1/16/15



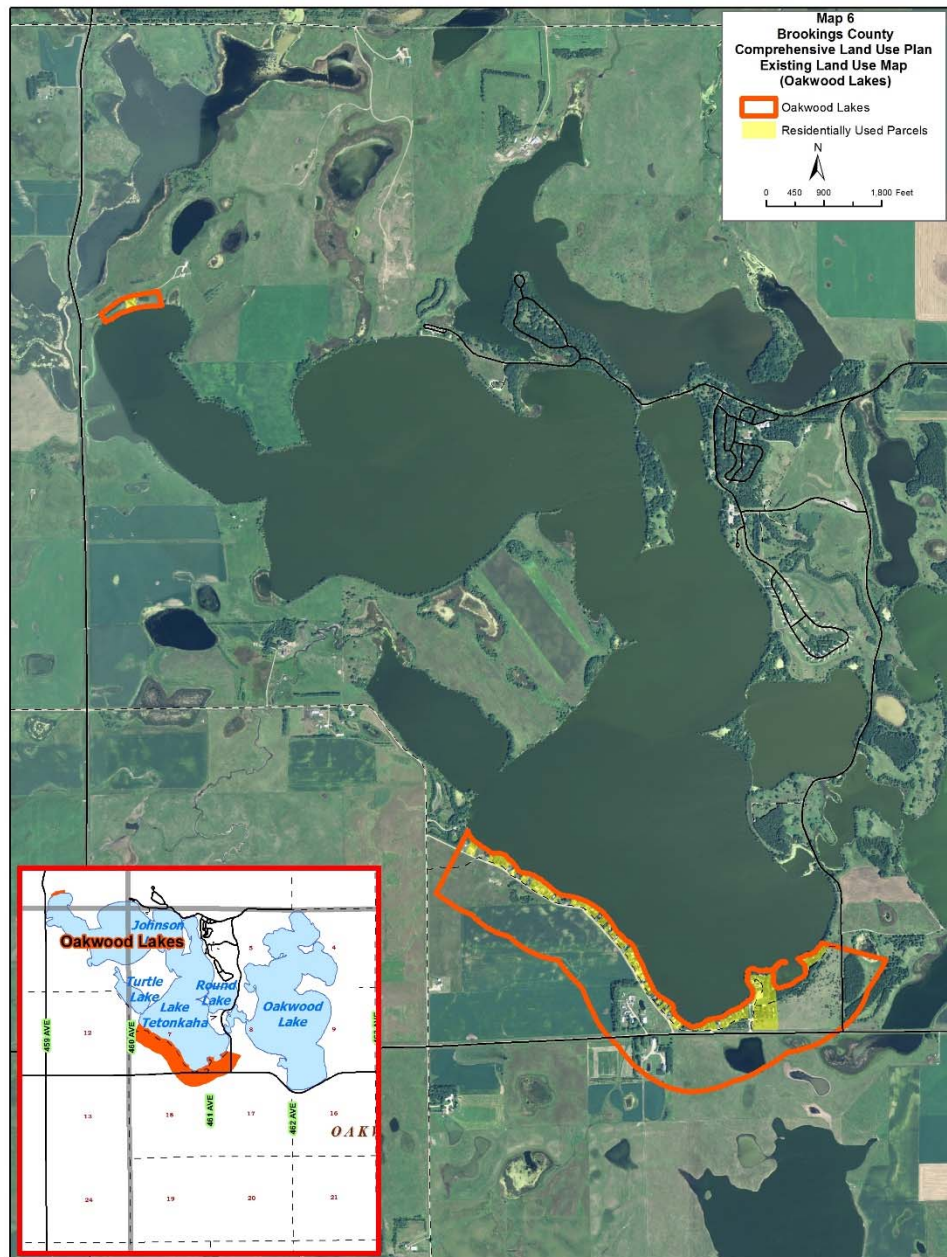
Lake Poinsett

Lake Poinsett was, until recent decades, the largest natural lake in South Dakota. A small portion of the southern end of the lake is located in northwest Brookings County. Approximately 646 acres of the lake are located in Brookings County with the majority of the lake located within Hamlin County. The shoreline of this lake is almost completely developed as are some lots across South Lake Drive from the lake as well. A sanitary sewer district has been formed for Lake Poinsett, and while some portions of the lake are not presently served, all of the lots on Lake Poinsett within Brookings County are adjacent to the sanitary sewer line. Within the Lake Poinsett Lake Park Zoned Area, the specific land use survey identified 90 parcels with residential structures. Those parcels include nearly 23 acres, accounting for approximately 6% of the Lake Park Zoned area. Less than ten additional subdivided, but undeveloped parcels may be used for residential purposes in the future. This area includes a church and religious camp as well as a state park with a campground. These two public/quasi-public uses cover approximately 89 of the acres Zoned Lake Park around Lake Poinsett, accounting for slightly more than 22% of the area. The commercial uses within this area consist of restaurants and commercial cabins which, combined utilize less than 3 acres of land and account for less than 1% of this Lake Park area. Agricultural land uses surround the other uses with only a few single family residences on the south side of South Lake Drive. (See Map 5).



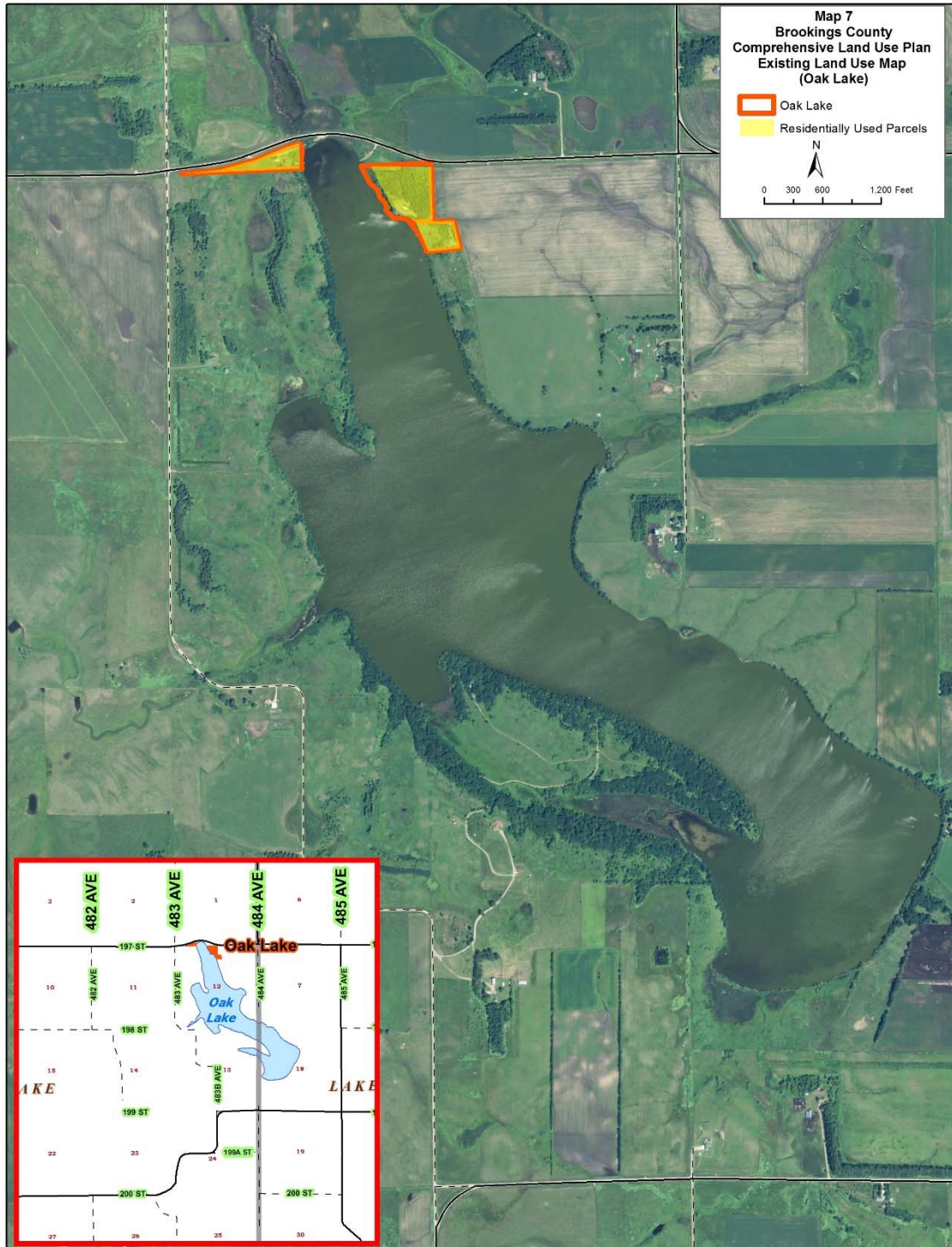
Oakwood Lakes

The Oakwood Lakes Lake Park Zoned Area actually borders only Lake Tetonkaha and Johnson Lake which is part of a cluster of lakes in northwestern Brookings County. Lake Tetonkaha and Johnson Lake are approximately 1,055 acres in area when the area is combined. The southern edge of Lake Tetonkaha and a small area of lots on the northern tip of Johnson Lake are zoned Lake Park. Within these two areas, the specific land use survey identified 60 parcels with residential structures. Those parcels include nearly 22 acres, accounting for approximately 11% of the Lake Park Zoned area. All of these residences utilize septic tanks for the provision of sanitary sewer services. The other land uses in the Oakwood Lakes area are primarily agricultural, with a few building sites used for storage of personal and agricultural equipment. (See Map 6).



Oak Lake

The Oak Lake Lake Park Zoned Area consists of a small area adjacent to Oak Lake in northeastern Brookings County. This area includes only three parcels, all of which are occupied by residential structures and contains a combined eleven acres. (See Map 7).



Lake Goldsmith

The Lake Goldsmith Lake Park Zoned Area consists of a single, one acre lot, which is residentially used adjacent to Lake Goldsmith. Lake Goldsmith is a small water body approximately one mile northwest of the City of Volga in central Brookings County. The remainder of the area immediately surrounding Lake Goldsmith is zoned Natural Resources. (See Map 8).



City of Brookings Joint Jurisdiction Area

Brookings County and the City of Brookings have exercised joint zoning authority over a prescribed area surrounding the City of Brookings since 1980. The joint jurisdiction area extends two to three miles to the west and north of the Brookings City Limit and one and a half to two and a half miles to the east and south of the city limit. Due to inaccuracies, and the incompleteness of some data in the detailed land use survey previously performed, First District Staff utilized data provided by the Brookings County Department of Equalization and reviewed aerial photography to determine general land use in the joint jurisdiction area. Chart 4 displays the percentage of total area as so determined to be classified as agricultural, residential, public/quasi-public, surface mining, and commercial/industrial. More detailed identification and statistics regarding land uses in the joint jurisdictional area can be found in Map 9, and Table 4.

Agricultural

Agricultural land use is the dominant use of land in the joint jurisdictional area. Research farms operated by South Dakota State University, residences on lots with greater than thirty-five acres, cropland, pastureland and open space compose nearly eighty-nine percent (88.7%) of the total area. In some cases farm size and scope of farming operations nearer to the City of Brookings are smaller; however the land is still primarily used for agricultural purposes.

Residential

Residential development as defined in this study accounts for slightly more than five percent (5.4%) of the total joint jurisdictional area. Included within this category are all parcels with residential structures (including manufactured homes) which include less than thirty-five acres. Multiple scattered residences, including some small subdivisions, were established in this area before Brookings County initially adopted zoning. Other subdivisions, particularly south of the City of Brookings, have developed in accordance with Joint Jurisdiction standards. Still other residences on less than thirty-five acres have been created since Brookings County Zoning Ordinance allows for the creation of lots containing less than thirty-five acres at sites which have been occupied by a residence for ten years in the past or at an established farm building site.

Public/Quasi-Public

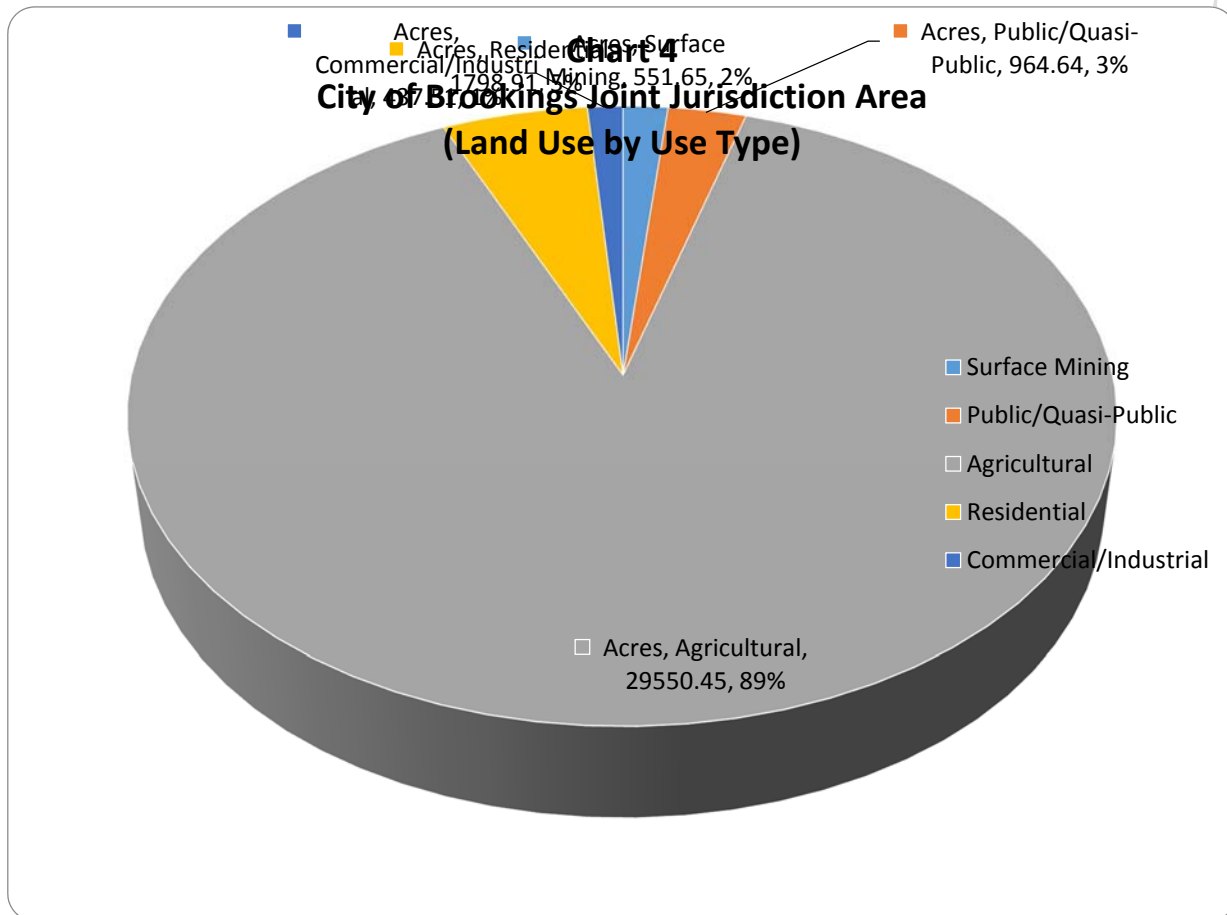
Numerous public or quasi-public uses, such as landfills, substations, water treatment and pumping facilities, and communications facilities utilize nearly three percent (2.9%) of the joint jurisdiction area. Most of the area dedicated to public use is owned and operated by the City of Brookings for the provision of services to its residents.

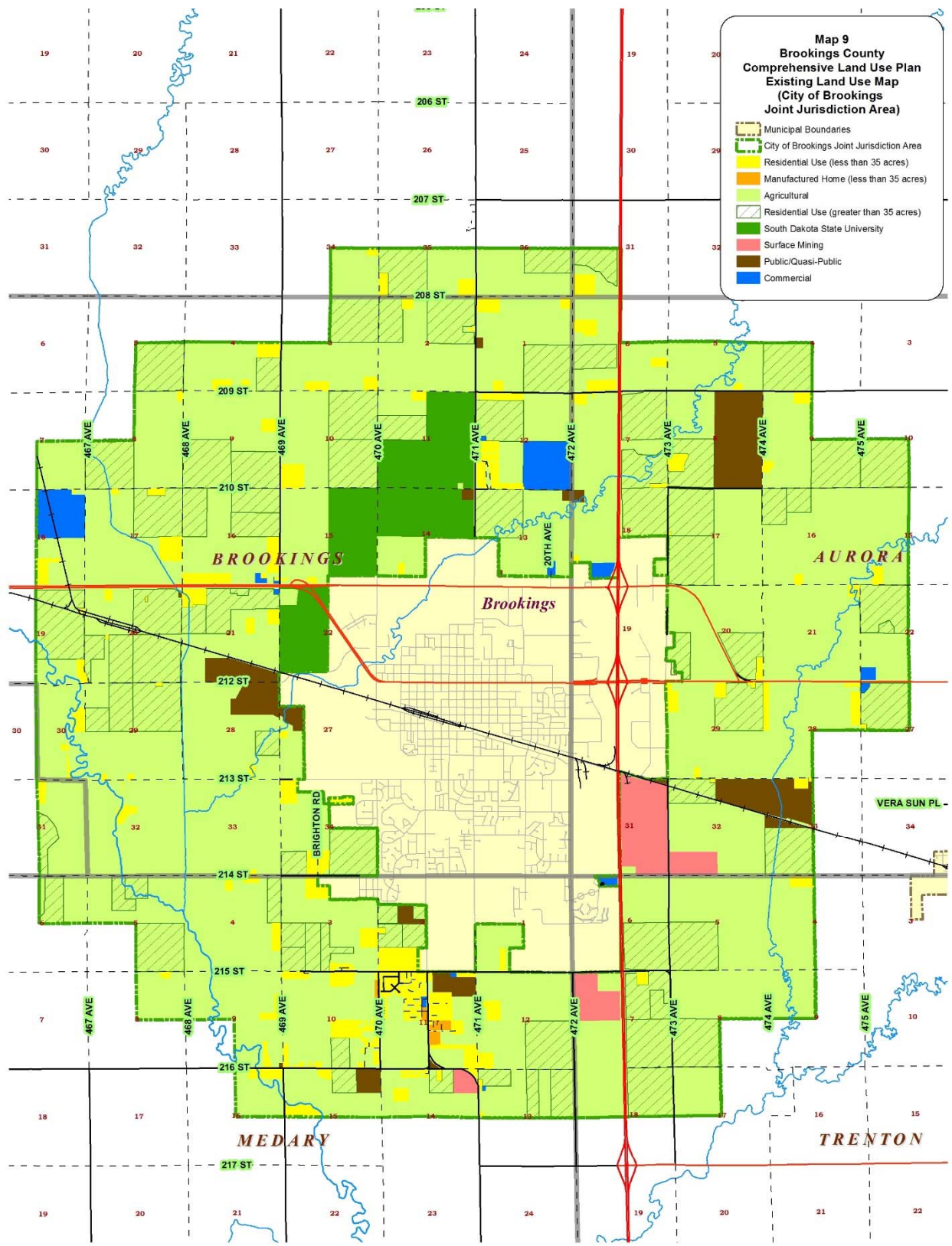
Surface Mining

Mining, primarily the mining of gravel, is a land use that occupies 1.7% of the joint jurisdictional area. Several gravel pits are permitted and operating on the southeast edge of the City of Brookings.







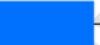

Commercial/Industrial

Commercial and Industrial land uses occupy slightly over one percent (1.3%) of the total area in the Brookings Joint Jurisdictional Area. With only a few commercial uses on the fringe of the City of Brookings, primarily south of city limits; most of the land uses in this category include bulk loading and storage facilities.





**TABLE 4
JOINT JURISDICTIONAL LAND USE TABLE**

Existing Land Use (Specific Type)	Symbol	Number of Parcels	Area (in acres)	Percent of Joint Area	Existing Land Use (General Type)	General Description
Residential Use (less than 35 acres)		461	1,764.28	5.30%	Residential	Single family residences located on parcels with an area of less than 35 acres.
Manufactured Home (less than 35 acres)		10	34.63	0.10%	Residential	Residences and Manufactured Home Parks with manufactured homes located on parcels with an area of less than 35 acres.
Agricultural		297	19,742.93	59.28%	Agricultural	Cropland, pastureland, and open space.
Residential Use (greater than 35 acres)		85	8,463.40	25.41%	Agricultural	Single family residences located on parcels with an area of greater than 35 acres. The lot area fits the current intent of the zoning ordinance and therefore residences are presumed to be agriculturally affiliated.
South Dakota State University		7	1,344.12	4.04%	Agricultural	Property owned by South Dakota State University. Includes multiple agricultural research farms.
Surface Mining		9	551.65	1.66%	Surface Mining	Mining of materials, primarily sand and gravel.
Commercial		23	437.51	1.31%	Commercial/ Industrial	Combination of various commercial and industrial uses.
Public/Quasi-Public		29	964.64	2.90%	Public/ Quasi-Public	Utility services owned and operated by utility providers and the City of Brookings such as: landfills, substations, water treatment, and pumping areas, etc.
TOTALS		921	33,303.15			

UNINCORPORATED RURAL AREA LAND USE

Agricultural Land Use

Agriculture is the major land use in the approximately eight hundred five (805) square miles of Brookings County. This basic land use has been altered very little through urbanization or the development of communities. Based upon the land cover map, described earlier in this section, 96.8% of the unincorporated area of Brookings County is dedicated to agricultural land uses (pasture land, open space, shelterbelts, undeveloped area, agricultural building sites, and other agricultural land). Common agricultural practices are known to cause conflicts with non-agricultural land uses. Current crop production methods include the use of loud machinery, herbicides, pesticides, fertilizers, and treated seeds. Current animal production requires daily feeding, checking for health problems, milking, processing of animals, manure application, and manure management. These methods of production are expected all day, every day of the year. Further, these agricultural uses, regardless of scale, are preferred over non-agricultural residences in the rural area. Population increases in the rural areas have been fueled by an increase in non-farm residential development pressures and those pressures are expected to grow in the future. This increase leads to increased potential for land use conflict between expectations by non-farm residents and the reality of living in areas where crop production and animal agriculture are favored. Any growth in the unincorporated rural land use area of the non-farm population will continue to make it more difficult for farmers to improve efficiency and effectiveness of their agricultural operations.

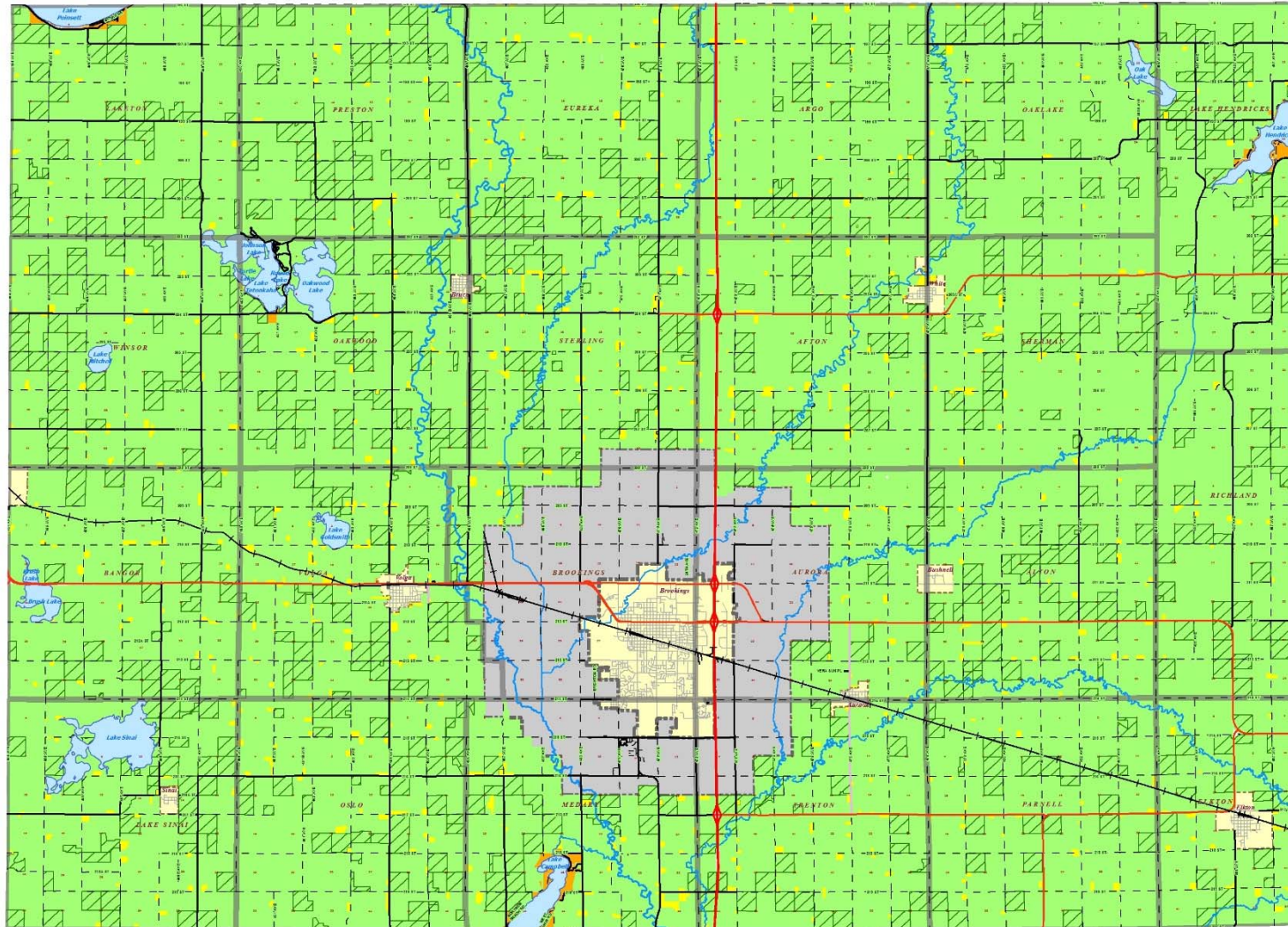
Residential Land Use

Within Brookings County, most residential construction occurs within municipal service areas. As previously described, increasing pressures have led to the utilization of exemptions to the minimum lot requirement in the Brookings County Zoning Ordinance. Map 10 identifies where proliferation of residences on parcels with less than thirty-five acres is most prevalent. It should be pointed out that some residences on lots of less than 35-acres adjacent to parcels under the same ownership which, held in common, may total greater than 35 acres which would satisfy zoning requirements, but are displayed on the map as containing less than 35 acres. It also should be noted that this map does not display agricultural versus non-agricultural residences.

Outside of the Lake Park zoned areas and City of Brookings Joint Jurisdictional area in the rural portion of the county 809 (54%) of the 1,493 parcels with residences located upon them consist of less than 35 acres. As previously stated, many of these lots are adjacent to additional land held under common ownership or used as a base for farming operations, but still represents a high percentage of all residences in the rural areas. Further, this information does not indicate which lots were initially developed prior to the inception of zoning in Brookings County, or which lots have been legally (or illegally) subdivided since 1974. Table 5 identifies the number of parcels with residences with greater than or less than 35 acres in each township (excluding Joint Jurisdiction and Lake Park areas.) Interestingly, the two townships with the highest percentage of residences on parcels with 35-acres in the rural areas were Laketon and Lake Hendricks Townships which both have Lake Park zoning within them (Lake Park zoned areas were not included in Table 5.) As would be expected, the townships with the highest percentages of residences on lots of less than 35-acres are located near the City of Brookings.

TABLE 5
RESIDENCES ON GREATER THAN/LESS THAN 35-ACRES
BY TOWNSHIP

Township	Residences on Greater than 35-acre Parcels		Residences on Less than 35-acre Parcels		Total Residential Parcels
	Number	Percentage	Number	Percentage	
Afton	25	30.12%	58	69.88%	83
Alton	43	57.33%	32	42.67%	75
Argo	23	41.82%	32	58.18%	55
Aurora	11	25.58%	32	74.42%	43
Bangor	30	48.39%	32	51.61%	62
Brookings	6	40.00%	9	60.00%	15
Elkton	18	48.65%	19	51.35%	37
Eureka	26	37.68%	43	62.32%	69
Lake Hendricks	38	77.55%	11	22.45%	49
Lake Sinai	41	56.94%	31	43.06%	72
Laketon	33	67.35%	16	32.65%	49
Medary	23	28.75%	57	71.25%	80
Oak Lake	25	58.14%	18	41.86%	43
Oakwood	35	49.30%	36	50.70%	71
Oslo	41	48.81%	43	51.19%	84
Parnell	26	45.61%	31	54.39%	57
Preston	41	62.12%	25	37.88%	66
Richland	31	64.58%	17	35.42%	48
Sherman	27	44.26%	34	55.74%	61
Sterling	41	32.54%	85	67.46%	126
Trenton	28	41.79%	39	58.21%	67
Volga	36	32.43%	75	67.57%	111
Winsor	36	53.73%	31	46.27%	67
Totals	684	45.91%	806	54.09%	1,490



Map 10
Brookings County Comprehensive Land Use Plan
Residences with Greater than/Less than 35-Acre Parcels

 Municipal Boundaries
  City of Brookings Joint Jurisdiction Area
  Lake Park Development Areas
  Residential Use (less than 35 acres) (809)
  Residential Use (greater than 35 acres) (684)

Brookings County has developed policies to minimize land use conflicts with certain types of residential land uses, and to manage residential development by restricting the density of development. The following policies are designed to provide for the health and safety of the residents of rural areas as well as minimize conflicts between agricultural and residential land uses.

Policies:

- All residences are required to be accurately addressed for the most efficient provision of emergency services to the residents of Brookings County.
- A building permit for a newly constructed residence may be issued only after the applicant(s) waive all common law rights to object to normal and necessary agricultural management activities legally conducted on adjacent lands which may conflict with the proposed residential land use in the form of a "Right-to-Farm Covenant."
- A building permit for a newly constructed residence may only be issued within one-quarter (1/4) mile of an existing Concentrated Animal Feeding Operation after the applicant(s) waive all common law rights to the granting of residential setback variances for the expansion of said Concentrated Animal Feeding Operation.

Commercial/Industrial Land Use

There is very little commercial/industrial activity at the county level of a specific business district nature. The most concentrated areas of commercial/industrial development are located on the fringes of the communities in Brookings County. Earlier maps indicated commercial uses located within the City of Brookings Joint Jurisdiction Area and Lake Park Zoned Areas. The primary businesses located in the remaining rural portions of the county are operated as accessory uses to residences (home based businesses,) which are not identified on the map below of commercial and industrial sites. Other commercial/industrial businesses consist primarily of agriculturally related industrial/processing uses on the fringes of Volga and Aurora. Map 11 denotes the locations of commercial/industrial sites in the remaining rural areas of the county where not associated with a residence or other primary agricultural use.

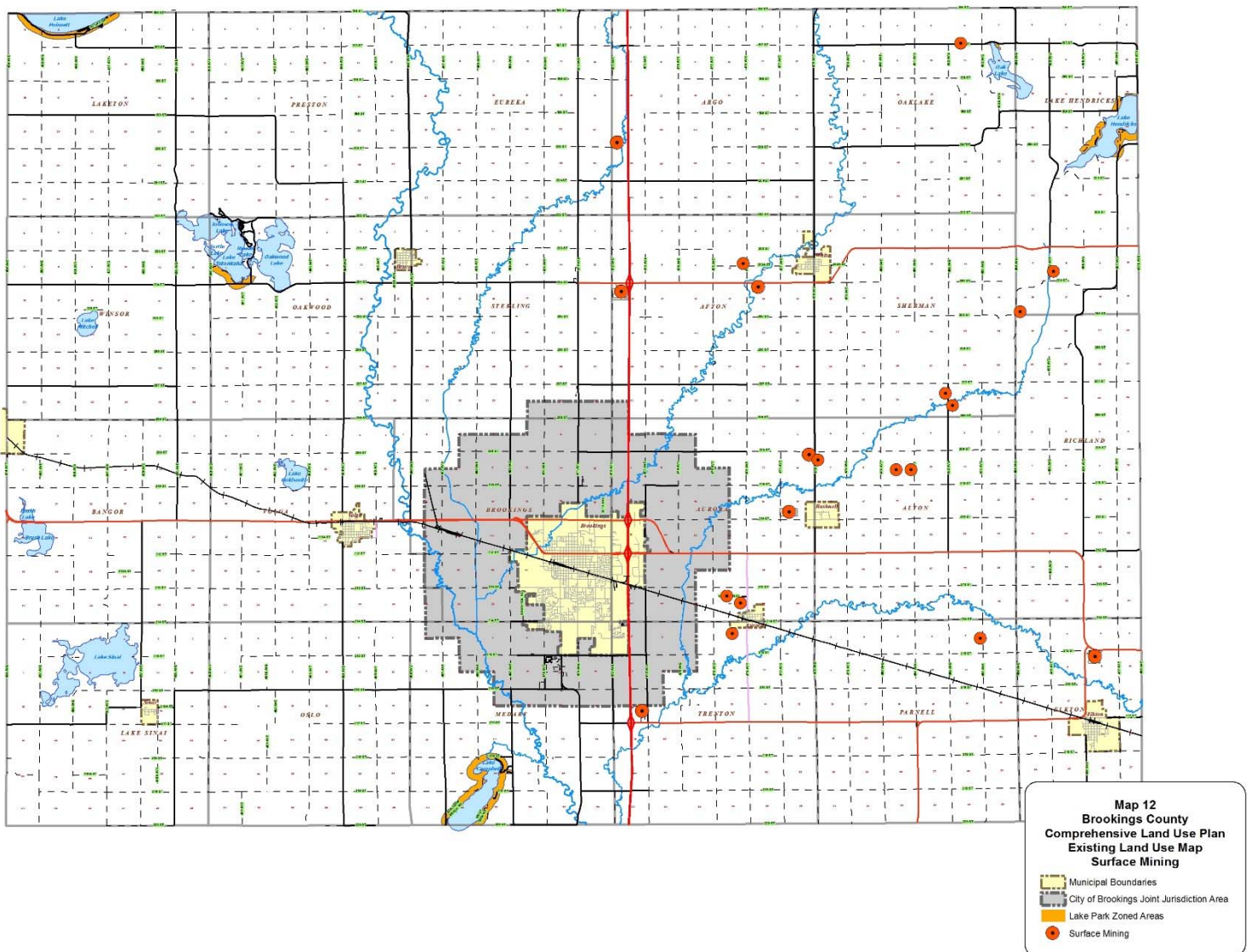
Although the rural area may experience pressure to provide locations for both commercial and industrial development, it is the intent of Brookings County to encourage commercial and industrial development to occur within municipalities and adjacent to developed lakes, thereby preserving agricultural lands for agriculture production. The exception would be to consider commercial and industrial ventures that directly support agricultural production.



Construction Aggregate Land Use

Several geomorphologic processes have created numerous deposits of sand and gravel throughout Brookings County. Approximately 20 gravel pits remain active for commercial or private use, while several more pits have been abandoned or reclaimed throughout the county. These extraction sites have the potential to impact adjacent land uses. The many negative impacts associated with aggregate mining include dust, noise, trucking of material, road damage, environmental concerns, and appearance.

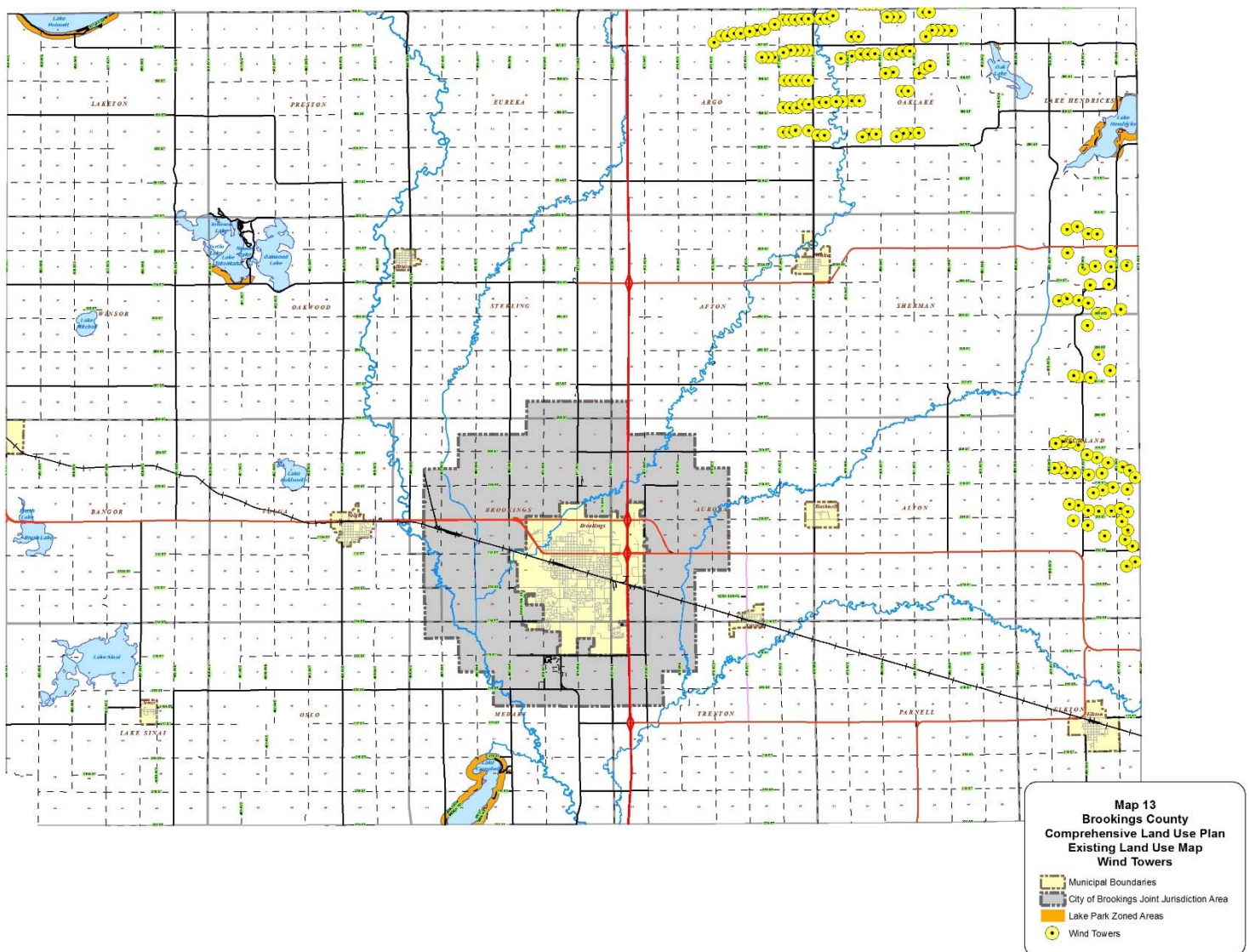
Map 12 displays existing mining sites, identified in the 2014 Land Cover Survey.



Wind Energy Generation

The climate of Brookings County and its location upon the Coteau des Prairie places the county at a strategic advantage for the generation of wind energy. Three different wind farms have a total of 143 electricity generating towers located in the northern and eastern portions of Brookings County. It is reasonable to expect future applications for wind farms. Brookings County supports renewable energy generation, such as wind energy development. It should be noted that wind farms only need to be permitted after consideration of certain factors such as noise of the towers, cast-off of debris from blades, power transmission, and the effects on roads leading to and from tower locations during and after construction.

Map 13 displays the location of current wind towers in Brookings County.



TRANSPORTATION

A well-conceived transportation system is one of the most important features of a comprehensive land use plan. The transportation plan attempts to program road and street use to prevent congested and unsafe street design. Through long-term planning of designated street types, new developments can be coordinated and potential problems minimized.

ANCILLARY STUDIES

In August of 2013 HRGreen completed the Brookings County Master Transportation Plan (BCMTP). The BCMTP was comprehensive, identifying current conditions, crash data, and projected future traffic needs for the entire county. The BCMTP identified certain roadway system asset management guidelines and policy considerations such as recommended pavement and design considerations for roadways and future multi-use trails in the county. The Planning Commission recognizes the BCMTP as a source of reference for the future guidelines and considerations for future transportation needs associated with development; therefore the Brookings County Master Transportation Plan (2013) is intended to be adopted by reference and declared to be a part of this Comprehensive Land Use Plan.

COUNTY TRANSPORTATION SYSTEM

Brookings County's transportation system is generally laid in a one-mile rectilinear grid system with a majority of the roads having sixty-six (66) foot right-of-ways. The public right-of-ways for County, State and Federal Highways with a bituminous or concrete surface generally exceed one hundred (100) feet in right-of-way. The township highway system represents the largest road system within the county.

STREET CLASSIFICATION

Roads within the county support diverse volumes of traffic. The county has classified the road system. These classifications are specifically related to the function that the road is expected to perform. Developmental expectations are dependent upon the varying amounts and types of traffic.

The following generally recognized hierarchy of road classifications is used to assist in the development of intermediate and long range transportation needs.

Arterials – Arterial streets serve as primary circulation routes. These roads generally carry the majority of traffic volume within the county. Their basic function is to facilitate movement of medium and long distance, high-speed traffic between regions and communities with a minimum of impediments. Since arterials serve for traffic movement between regions and subareas, all direct access to abutting property should be restricted. Further, parallel service roads should be added, where appropriate, to maintain traffic carrying capabilities of the thoroughfare. Interstate 29, United States Highways 81 and 14, South Dakota Highways 30, 13, and 324 are considered arterials.

Collectors - form an intermediate category between arterial and local roads. Collectors serve as a link between arterial and local roads by "collecting" traffic from local roads and transferring it to arterial roads. Collectors may further be classified into major and minor collector categories. Presently, the Brookings County paved Highway System serves as collectors.

Local Streets - primarily provide access to abutting properties. They are not designed to carry large amounts of through traffic and are primarily characterized by short trip length and low traffic flow. County gravel and township gravel highway systems act as local streets.

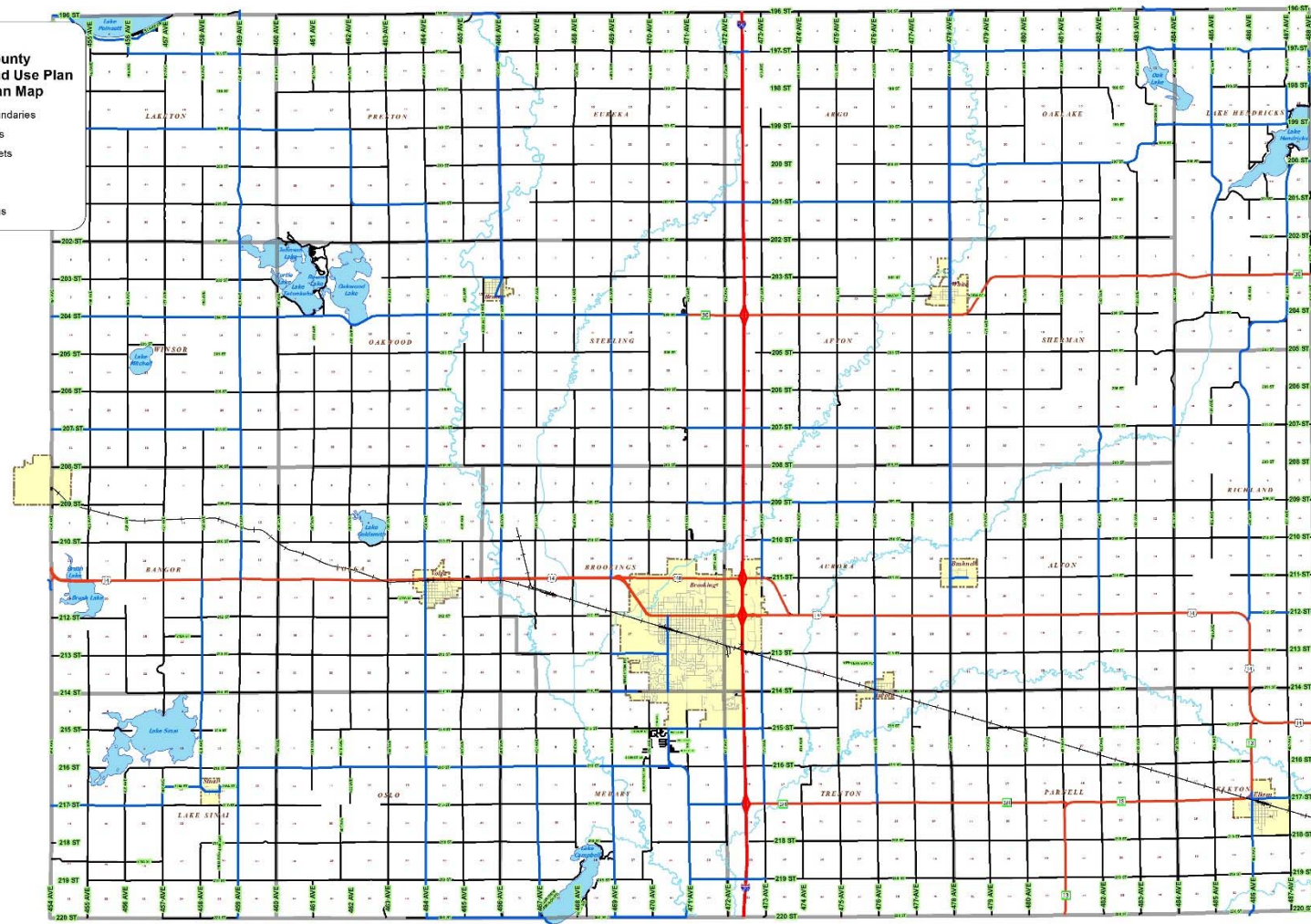
MAJOR STREET PLAN

The Major Street Plan shown on Map 14 classifies roads as arterial, collector, or local. The plan is designed to effectively move traffic through the county and between major attraction points.

APPROVED BY PLANNING COMMISSION - 1/26/16

Map 14
Brookings County
Comprehensive Land Use Plan
Major Street Plan Map

- Municipal Boundaries
- Arterial Streets
- Collector Streets
- Local Streets
- Railroads
- Rivers/Streams



APPK

Transportation Goal

To provide a safe and effective transportation system that promotes the efficient movement of people, goods, and services within and through the county.

Policies

- Plan and provide an integrated street and highway system that is designed, developed, and maintained consistently with the County's existing and anticipated future land use patterns and activities.
- Limit access (driveway/curbcut) and utilize frontage roads on arterial and major/minor collector streets.
- Secure and preserve sufficient rights-of-way for future arterial and major collector traffic routes.
- Require developers to have sufficient parking to meet existing and future demands.
- Classify major streets and highways according to function and establish design standards for various street classifications.
- Coordinate plans with communities in the development of a network of arterial and collector roads that promote efficient traffic movement and support growth in projected development areas.
- Identify maintenance responsibilities as part of the platting of new subdivision roads.
- Require new development to finance road improvements needed to support increased traffic.
- Discourage strip-type development along major thoroughfares to maintain the carrying capacity of highways and to avoid conflict with other land uses.
- Regarding problems with the lack of frontage roads adjacent to certain segments of existing arterial and collector roads, the County may need to study the development of frontage roads on said arterial roads – i.e. Highway 77 south to the “S” curve.
- Require compliance with the Brookings County Master Transportation Plan (August 2013), and amendments or revisions thereto when supported by the County Highway Superintendent.

PHYSICAL ENVIRONMENT

STREAMS, LAKES AND WETLANDS

Water drainage in Brookings County is concentrated in the Coteau des Prairies. The Big Sioux River provides the primary drainage outlet through the center of the county. East of the Big Sioux River, drainage is more clearly defined with small creeks and tributaries to the Big Sioux River with some potholes scattered throughout the eastern portion of the county. The drainage pattern west of the Big Sioux River in Brookings County is less clearly defined. This immature drainage pattern is apparent in the number of potholes and closed basin prairie lakes. Some above ground, natural drainage exists, but much of the water from the west side of the County reaches the Big Sioux River via subsurface drainage.




The Big Sioux River, along with Six-mile Creek, Medary Creek, Deer Creek, and North Deer Creek form the major surface drainage features in Brookings County. The Big Sioux bisects the county, flowing south from Brookings County. Medary, Deer, North Deer, and Six-mile creeks with their tributaries drain the eastern portion of the county, while westerly Big Sioux Tributaries drain the western half of the county.

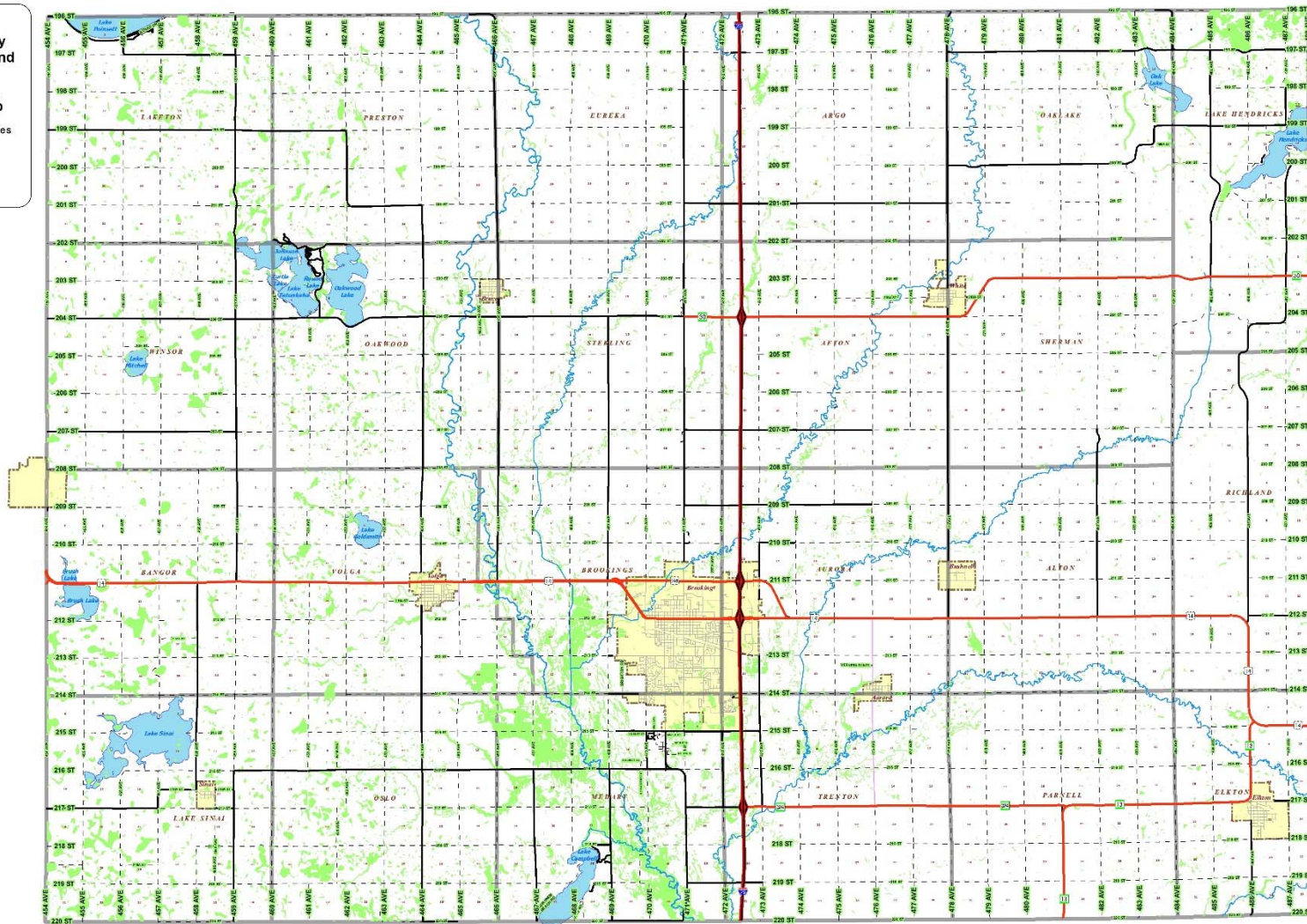
As previously described, wetlands are prevalent throughout the entire county, with the highest concentration in western Brookings County. Wetlands perform a variety of functions, serving as natural water purifiers by filtering out pollutants, thereby enhancing surface and groundwater quality, increasing wildlife and fish habitat and providing recreational opportunities. Wetlands also reduce siltation and control flooding by slowing runoff during rapid snow melt and heavy rainfall, releasing water gradually so erosion and downstream flooding are minimized.

There are nine prairie lakes located in Brookings County. They include Lake Poinsett, Lake Sinai, Oakwood Lake, Johnson Lake, Lake Goldsmith, Lake Campbell, Lake Hendricks, Oak Lake, and Lake Tetonkaha. Presently there are clustered residential developments on Lakes Poinsett, Tetonkaha, Oak, Campbell and Hendricks. Numerous lakes and sloughs have encompassed greater land area and have become deeper due to a predominantly wet climatic cycle in the past two decades.

Wetlands, lakes, and streams are shown on Map 15.

Map 15
Brookings County
Comprehensive Land
Use Plan
Wetlands, Lakes,
and Streams Map

-  Municipal Boundaries
-  Lakes
-  Wetlands
-  Rivers/Streams



APPK

SOILS

There are a number of soil associations, or types of soil patterns, in Brookings County. A soil association is landscape that has a distinctive proportional pattern of soils. It normally consists of one or more major soils and at least one minor soil, and it is named for the major soils.

The Natural Resources Conservation Service has completed an update of the Brookings County Soil Survey. Soil boundaries were provided in digital format for entry into a Geographic Information System (GIS) along with attribute information associated with the various soil types. GIS affords the opportunity to analyze these attributes as part of the site development evaluation process.

A map showing soil associations is useful to people who want a general idea of soils in the county. The soil attributes provide information on agricultural productivity, erosion factors, and limitations for the use of wastewater absorption fields, lagoons, buildings, roads, and other engineering applications. The County should consider soil associations, and their limitations when, making decisions on future development projects.

FLOOD PLAINS



Floodplains are lowlands adjacent to the channels of rivers, streams, and other watercourses where inundation periodically occurs due to extreme natural events.

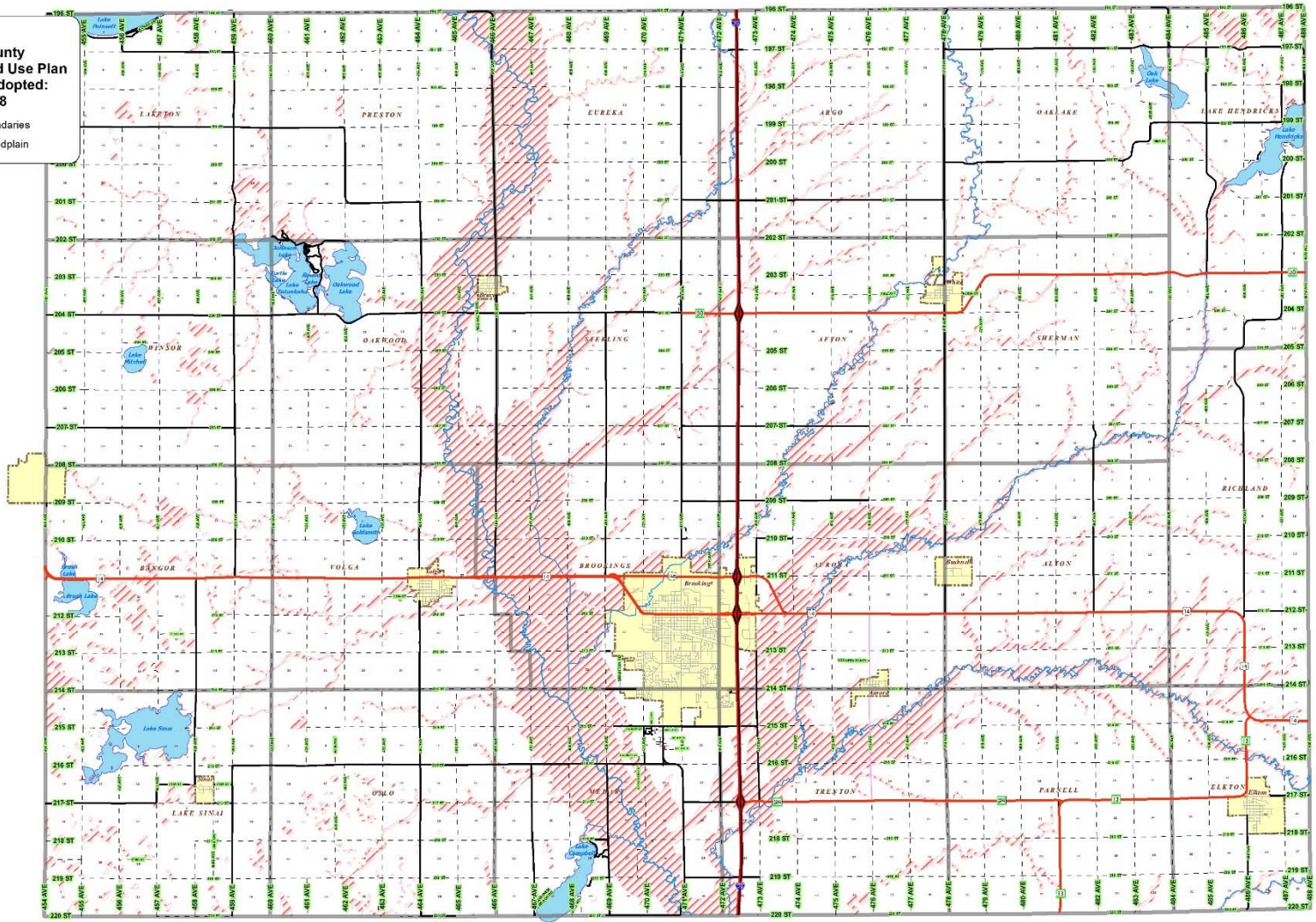
The flood plain has two (2) constituents – a floodway and a flood fringe. Together they comprise the flood hazard area generally referred to as the 100-year flood plain identified by the Federal Emergency Management Agency (FEMA), where the chance of experiencing a flood of such magnitude is one (1) percent every year.

Brookings County presently maintains eligibility in the National Flood Insurance program. Brookings County adopted the most recent National Flood Insurance rate map, which has identified special flood areas (100-year flood plains) within the rural (and urban) areas of the county. Brookings County has adopted and enforces a Flood Damage Prevention Ordinance. A Flood Damage Prevention Ordinance establishes restrictions on construction in the flood plain and floodway. Since Brookings County has adopted the Flood Damage Prevention Ordinance, residents are able to purchase special insurance at subsidized rates. Further, the ordinance requires residential structures be flood-proofed. This is done by requiring the lowest floor of residential structures to be constructed to a standard of one (1) foot above the base flood elevation. Residential structures are prohibited from being constructed in flood ways while encroachments; including fill and new construction, are prohibited unless engineering certification demonstrates that the activity will not result in an increase in flood levels.

Map 16 identifies the specific flood hazard areas identified by FEMA.

Map 16
Brookings County
Comprehensive Land Use Plan
Floodplain Map Adopted:
July 16, 2008

 Municipal Boundaries
 100 - Year Floodplain



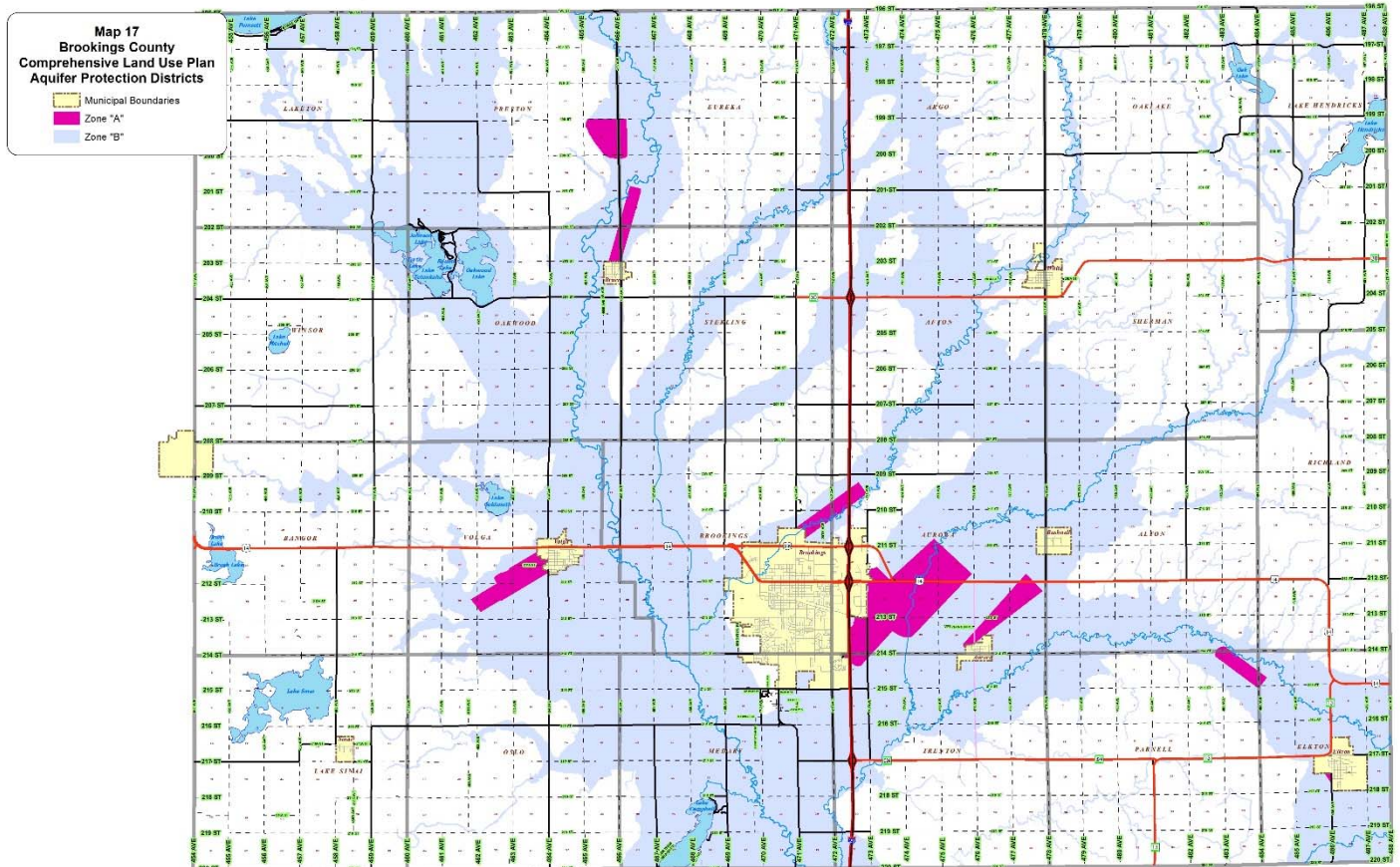
APPK

AQUIFER AND WATER SOURCE PROTECTION

The County's water resources consist of surface water found in streams and lakes, and groundwater occurring in the Big Sioux Glacial Aquifer. Two rural water systems (Kingbrook and Brookings-Deuel) and the City of Brookings provide water to all rural and municipal users, excluding those with private wells. Nearly one hundred percent of the public water supply is taken from the Big Sioux Aquifer.

The water resources are at risk of contamination by a variety of sources – inadequate wastewater treatment and disposal, attributed to both on-site and municipal sources, mismanagement of waste from livestock facilities, overuse of fertilizers and pesticides, solid waste disposal sites, and sites for the storage and manufacture of regulated substances. The county enforces measures to protect these vulnerable areas through the water-source protection overlay district provisions of the zoning ordinance. The overlay district prohibits uses which pose a high risk of contamination to surface and groundwater resources, and regulates other potential damaging uses so that adverse environmental impacts are minimized.

Map 17 identifies the location of shallow aquifer and wellhead protection areas in the unincorporated areas of Brookings County.



LAND USE PLANNING POLICIES

The purpose of the Plan is to outline what is to be produced or accomplished in the county relative to the physical environment. The Plan shall consist of land use planning policies and a future land use map. The land use planning policies contain numerous goals and policies. These policies and maps should all be used collectively as they set a comprehensive framework for a review and evaluation process upon which plans, developments, and programs can be formulated and instituted.

The primary objective of this study is to identify where and how this growth can best take place. This required the documentation of existing land uses, and the identification of opportunities and constraints, that will affect future land development.

The development of land use planning policies was required to establish the basis on which future development would take place. By integrating the county's vision and growth objectives with the available resources, a preferred direction and pattern for future development was determined, and thus, became the basis for the recommendations and future land use planning policies and maps as presented in this report.

Generally, a comprehensive land use plan utilizes written policies to paint a picture of how a county should look in 15 to 20 years. An initial step in the development of a comprehensive plan is that of establishing land use planning policies. The following are the major goals, objectives and policies, which have an application to the development of the comprehensive plan for Brookings County.

DEFINITIONS

This section contains the development "vision" for Brookings County. It is expressed through goals and policies. A definition for each term is presented below.

Goal - A general statement that reflects ideals, ambitions or hopes.

Policy - A statement concerning a specific, measurable target or purpose or an action or position that will be taken to achieve the goal.

The Goals and Policies spell out various roles and responsibilities for Brookings County. To better understand the county's role for each Goal and Policy, a number of the key terms are defined below.

Create: Bring about the desired goal, usually with staff, Planning Commission, Board of County Commissioners and Board of Adjustment involvement in all levels from planning to implementation.

Continue - Follow past and present procedures to maintain desired goal, usually from staff, Planning Commission, Board of County Commissioners and Board of Adjustment involvement in all levels from planning to implementation.

Encourage - Foster the desired goal through county policies.

Enhance - Improve current goal to a desired state through the use of policies and staff, Planning Commission, Board of County Commissioners and Board of Adjustment involvement at all levels of planning.

- Identify -** Catalog and confirm resource or desired item(s) through the use of staff, Planning Commission, Board of County Commissioners and Board of Adjustment actions.
- Maintain -** Keep in good condition the desired state of affairs through the use of county policies, staff and Planning Commission.
- Recognize -** Acknowledge the identified state of affairs and take actions or implement policies to preserve or change them.
- Prevent -** Stop described event through the use of appropriate county policies, staff, Planning Commission, Board of County Commissioners and Board of Adjustment action.
- Promote -** Advance the desired state through the use of community policies and staff, Planning Commission, Board of County Commissioners and Board of Adjustment activity at all levels of planning.
- Protect -** Guard against a deterioration of the desired state through the use of community policies, staff, Planning Commission, Board of County Commissioners and Board of Adjustment.
- Provide:** Take the lead role in supplying the needed financial and staff support to achieve the desired goal.
- Strengthen:** Improve and reinforce the desired goal through the use of community policies, staff, Planning Commission, Board of County Commissioners and Board of Adjustment and financial assistance, if needed.
- Support:** Supply the needed staff support, policies, etc. at all levels to achieve the desired goal.

The goals and policies spell out various roles and responsibilities for Brookings County. The following statements will direct the implementation of the Comprehensive Land Use Plan. They are being presented under the following nine (9) headings:

- Fundamental Goals
- Environmental Policies
- General Residential Development
- General Commercial and Industrial Development
- Rural Development Areas
- Urban Development Areas
- Transitional Development Areas
- Areas of Development Limitations
- Management and Coordination

Within the four (4) delineated areas of future development (Rural Development Areas, Urban Development Areas, Transitional Development Areas, Area of Development Limitation) special considerations for certain land uses, or types of land uses, have been identified for the specified development areas and can be found in the appendix. The future development areas are identified in Map 18 on page 60.

FUNDAMENTAL GOALS

- To provide for orderly, efficient land development within the unincorporated areas of Brookings County.
- To manage growth within the framework of the Plan and other municipal comprehensive plans.
- To maintain a distinction between rural areas and municipalities.
- To provide a transportation system that promotes the safe and efficient movement of people, goods, and services.
- To achieve the maximum efficiency in the provision of public services and facilities.
- To preserve and enhance environmental, historical, and cultural resources.
- To promote compatible development in the rural area.
- To support and encourage the growth of the county's economic base and promote the expansion of job opportunities.
- To maintain a viable agricultural economy and preserve the rural quality of life.
- To protect and enhance property values and tax base of Brookings County.
- Promote only responsible residential, commercial and industrial development based upon sound siting criteria.

ENVIRONMENTAL POLICIES

It is the goal of Brookings County to avoid development in areas that:

1. Are environmentally fragile or unique;
2. Present health and safety hazards, as defined in County, State, and Federal statutes, to county residents.

Policy 1. Soil characteristics, depth to aquifer, topography and other construction limitations should be carefully considered in project site planning.

Policy 1 - Supporting Policies

- County officials shall be provided assurances of environmental protection measures, prior to the approval of any required permit or legal document, in areas having obvious or documented development limitations.
- The County discourages the development of stream corridors, the aquifer, natural floodplains and drainage ways and other significant natural areas that are unsuitable for construction.
- County Officials shall strive to protect surface water and groundwater, especially in those areas that are designated wellhead and shallow aquifer protection areas.

- Soil erosion and downstream sedimentation shall be minimized through appropriate design.
- Prior to development in unsewered areas, soils shall be tested and analyzed for absorption capability and no building permits allowed unless tests determine site meets established sanitary standards.
- Those areas identified as floodplain, groundwater aquifer, natural resource shall be managed in such a way as to prevent premature development of other land uses.
- Natural drainage courses should be protected in their capacities to carry runoff water.

Policy 2. Development shall be limited within areas that are known to experience regular and/or severe flooding.

Policy 2 - Supporting Policies

- Citizens seeking county permission for development within a known flood hazard area shall provide documentation that their project will not present a risk to public health and safety.
- Proposed developments in flood hazard areas shall comply with the National Flood Insurance Program and associated regulatory agencies.

Policy 3. Drainage, air quality, noise, and other environmental factors will be considered for impacts on neighboring property.

Policy 3 - Supporting Policies

- The preservation of agricultural production practices should be a priority consideration in land use decisions. Agricultural practices that promote air and water quality, preserve the environment, and mitigate impacts on nearby property should be encouraged.
- In situations where permission is needed, and the situation warrants an evaluation, the county will rely upon both technical sources and public input in making decisions.

RESIDENTIAL DEVELOPMENT IN GENERAL

In order to maintain an agriculturally based community where conflicts with agricultural practices are reduced, and in order to maintain the quality of the lakes within the county so they are viable, it is the goal of Brookings County to encourage the expansion of residential development primarily in existing incorporated communities, sanitary sewer districts, and in certain instances within joint jurisdiction areas, and in those rural areas in which the residential development is supportive of agricultural operations.

Policies

- Encourage new residential construction to locate on previously platted lots and other parcels which already qualify as building sites.

- Non-farm residential development should take place at locations that minimize public infrastructure costs, potential agricultural/residential conflicts, and promote safety.
- Restrict the density of residential uses and encourage higher development densities to the municipalities, agreed upon joint jurisdiction areas, and sanitary sewer districts.
- Preserve and protect the agricultural productivity of rural land by restricting the development of non-farm residential sites.
- Scattered non-farm residential developments shall be discouraged.
- Discourage non-farm residential development which access township/county gravel roads.
- Discourage land splits which erode the integrity of agricultural use areas.
- Require a right-to-farm covenant prior to construction of residences.
- Require a concentrated animal feeding operation setback waiver for construction of residences within an established distance of an existing concentrated animal feeding operation.
- Pedestrian and traffic safety, infrastructure capacities, environmental impacts, and adjacent land uses should be considered in evaluating residential development proposals.
- Public services and facilities shall be provided at a level sufficient to meet the needs of a low-density agricultural population only.
- Within the framework of zoning, when small lot developments are proposed, every effort should be made to cluster residential uses and limit driveway approaches onto arterial and collector roads.
- Identify policies for certain types of residential land uses permitted in the unincorporated areas of Brookings County which protect agricultural land uses.
- Discourage the rezoning of property to Lake Park (Residential) District unless the following general design criteria are met:
 - Connection to an approved sanitary sewer treatment facility
 - Connection to an approved public water supply
 - The development and maintenance of interior streets should be the responsibility of the developer or homeowners association.
 - Direct access for the development (not individual lots) to a federal/state highway or paved county road unless otherwise agreed upon by the applicable road authority.
 - Controlled access onto major highways
 - Adequate buffering from neighboring uses
 - A piecemeal approach to the development of lake property is not encouraged. A comprehensive design and site review shall be required.
 - Brookings County encourages the development of public and/or private parks/access areas adjacent to lakes after a comprehensive site review.

Exception to large lot residential development

Prior to the adoption of a 35-acre minimum lot requirement in 1976 for agriculturally zoned property in Brookings County, some lots had been created by virtue of platting, sales, exclusion, etc. and, therefore, retained the ability to construct residences upon them provided they have not decreased in size. In most cases the smaller lots are situated near lakes or municipalities, or are limited to Government Lots, or lots originally created for public uses such as schools, cemeteries, churches, etc. In acknowledgment of these existing lots of record, and with the purpose to enable next generation farmers to establish a site at a farmstead, Brookings County allowed for lots where a residence has been occupied for ten years, and at the site of established farm building site to decrease its lot size below 35 acres. As an unintended consequence, this policy has led to a gradual, decades-long, erosion of minimum lot sizes in portions of Brookings County. Although many lots still meet the minimum lot requirement of 35 acres, the current policy does little to discourage the haphazard development of non-farm dwellings.

The Brookings County Planning Commission recommends some or all of the following, or similar policies and strategies, be considered to allow for the decrease to minimum lot area for residential uses but still support the goal of discouraging land uses which conflict with agricultural uses. It is expected that current exceptions to large-lot residential policies may be supplemented or replaced by some or all of the following policies.

- Policy #1
Establish a maximum residential development density based upon the United States Public Land Survey (USPLS).
 - Strategy #1.A.
Establish a maximum number of residences to be allowed in a section, quarter section or quarter-quarter section based upon the USPLS.
 - Strategy #1.B.
Only allow exception to the maximum residential density if certain prescribed conditions or exceptions are met.
 - Strategy #1.C.
In instances where exceptions to the minimum 35-acre lot minimum have been approved, the ability to transfer the right to develop a residence from one area to another (based upon prescribed USPLS quadrant) may be exercised provided certain conditions are met.
- Policy #2
Existing policy is to allow lots which have been used as a residence for the immediately preceding ten years to be decreased. It is expected this policy will be phased out over the lifetime of this land use plan. Until that transition, the following strategies will be employed to support this policy.
 - Strategy #2.A.
Brookings County Equalization records will be utilized to determine whether a residence has been occupied on the specific site for the immediately preceding ten years prior to granting of exception.
 - Strategy #2.B.

A minimum lot size for any such proposed lot will be established and said lot will be platted in accordance with the Brookings County Subdivision Ordinance.

- Policy #3
Existing policy is to allow an established farm building site to be subdivided into a lot intended to be used for residential purposes consisting of less than thirty-five (35) acres. It is expected this policy will be heavily restricted, or phased out, over the lifetime of this land use plan.
 - Strategy #3.A.
In an effort to distinguish between abandoned farms and established farm building sites, Brookings County will establish a prescribed timeframe in which a farm building site is required to have been established, and the associated residence occupied in order to qualify as an established farm building site.
 - Strategy #3.B.
Brookings County Equalization records will be utilized to determine whether a farm building site was established and occupied within a prescribed timeframe.
 - Strategy #3.C.
A minimum lot size for any such proposed lot will be established and said lot will be platted in accordance with the Brookings County Subdivision Ordinance.
- Policy #4
Support residential developments of lots and densities within the identified area of Joint Jurisdiction with the City of Brookings not supported in other unincorporated portions of the county
 - Strategy #4.A.
The City of Brookings and Brookings County will continue to review subdivision and development proposals for residential developments in the Joint Jurisdiction area to determine compliance with the Joint Jurisdiction Ordinance.
 - Strategy #4.B.
Specific design standards should be adopted for residential subdivisions in the joint jurisdiction area. If specific design standards are not adopted for such subdivisions, it is recommended that residential subdivisions in the Joint Jurisdiction area comply with the design criteria for the City of Brookings.
 - Strategy #4.C.
In certain areas identified in conjunction with the City of Brookings, but not adjacent to City (of Brookings) Limits, the opportunity should be provided for subdivision which does not meet all design standards, or other minimum requirements, provided the owners of the property agree to establish an association for the maintenance of public areas and roads in addition to serving and enforcing other functions.

- Strategy #4.D.
All residential development of lots and densities within the identified area of Joint Jurisdiction with the City of Brookings, not supported in other unincorporated portions of the county, be subject to the developer or property owners agreeing to voluntarily annex the property into the City of Brookings upon becoming contiguous to City Limits and paying a pro-rata share for connection to utility services if necessary.
- Policy #5
Establish an Overlay District which would allow and increase residential density surrounding communities without a formal Joint Jurisdiction (Zoning) Ordinance with Brookings County
 - Strategy #5.A.
Consider development within one mile of small towns in areas, identified by each specific town and surrounding townships, as suitable for small lot (less than thirty-five acres) development.
 - Strategy #5.B.
Allow for transfer of development right within any parcel under contiguous ownership unless separated by a street or roadway.
 - Strategy #5.C.
Specific areas will be identified with careful consideration to the ability of the road to handle potential traffic and access for the use, and the potential impact on certain agricultural uses. These areas are identified as Areas of Development Transition on the Future Land Use Map.
 - Strategy #5.D.
CAFO setback requirements shall apply to all existing residences and lots created prior to the establishment of zoning in Brookings County. Within the prescribed area, CAFO setback requirements shall not apply to residences constructed on lots of less than thirty-five (35) acres which were created after the establishment of this overlay district.
 - Strategy #5.E.
The formal establishment of any overlay district will be subject to public notice, and consent of the specific community, and applicable road maintenance authority.

COMMERCIAL AND INDUSTRIAL DEVELOPMENT IN GENERAL

It is the goal of Brookings County to encourage the continuation of agricultural production, while promoting cost effective, value added agricultural processing efforts.

Policies

- Promotion or encouragement should be given to agricultural production and processing activities that benefit the agriculture industry.
- County regulations should protect the property rights and promote the economic opportunities of farm operators.

- Commercial and industrial development should take advantage of existing utility networks and transportation systems.
- The locations, capacities and relationships of public infrastructure systems should be reviewed as part of development proposals requiring county permission.
- Brookings County encourages the redevelopment and reuse of existing business locations.
- Commercial and industrial development, such as value added Agricultural industries, should be compatible with adjacent land uses.
- Commercial and Industrial development projects should take place in designated industrial parks or already developed highway locations.
- Commercial and Industrial development projects which potentially pose a threat to the environment shall be precluded from siting in Areas of Development Limitation.
- Commercial and industrial developments which can be accommodated in municipalities shall be discouraged in the unincorporated areas of the county.
- Municipal commercial districts should be protected and should not be diluted by a scattered pattern of commercial uses developed at random throughout the unincorporated areas of the county.
- Developers should be encouraged to reserve "buffer" areas between different land uses to minimize the potential for conflict.
- Discourage commercial and industrial development in the rural area unless the uses are directly supportive of agricultural operations.
- Discourage strip development along transportation arteries, particularly those which serve as gateways to the municipalities.
- Prior to construction, each commercial/industrial development project should be subject to a specific site design, review, and approval process. The arrangement of the on-site buildings should provide for efficient and viable long-term usage. Further, appropriately locating and designing the development's service areas should discourage disruption to on-site circulation or adjacent land use. Vehicular access to highway commercial and industrial areas should be sufficiently set back from intersecting streets with appropriate sight distance maintained at all entry points. Also, to enhance vehicular traffic flow, strict controls affecting the number and location of access points to commercial/ industrial areas should be established.
- Identify policies for certain types of commercial and industrial land uses permitted in the unincorporated areas of Brookings County which protect agricultural land uses and are compatible with other goals and policies of this plan.
- Discourage the rezoning of property to allow for Commercial/Industrial uses unless the following general commercial/industrial criteria are met:

- Adjacent to county and state highways
- Rail access for industrial uses
- Controlled access onto major highways
- Adequate buffering from neighboring uses
- Hard surfaced driveways and parking areas
- Uses which may be accommodated within municipal city limits are encouraged to be located in city limits.
- Proposed development adjacent to municipal boundaries is encouraged to be annexed by the municipality prior to development

RURAL DEVELOPMENT AREAS

This category represents the bulk of agricultural land (cropland, rangeland, and pasture) and sites that are not expected to experience any anticipated change during the planning period. This land use category should be regulated to prevent the encroachment by urban uses until such time development meets the established land use planning policies. There may be an occasional residence, or an agricultural-oriented commercial/industrial venture constructed, but the primary use or focus should remain agricultural. Major land intensive projects such as a landfill, sewer lagoon, aggregate mining operation, or concentrated animal feeding operation may dramatically alter the area and or adjacent areas. However, these particular uses would require a comprehensive site plan review, the satisfaction of specific criteria, including environmental assessment procedures if applicable, and may require public input.

Areas identified for development stability or agricultural uses shall be managed in such a way as to promote these uses and prevent premature intensification of other land uses. Land in this area shall be regulated so as to limit non-farm residential and urban density development through the use of minimum lot sizes, residential density requirements, setbacks, and other regulations.

It should be noted that if agricultural lands are not protected through land use controls their optimum utilization will diminish in disproportion to the amount of area reverting to urban use. Thus, much of the remaining economic potential of the land, in terms of agricultural production, is lost.

Agricultural Preservation Policies

- The premature development of agricultural land should be discouraged.
- Discourage development patterns that require public improvements financed in part by the farming community but which are not necessary to support agriculture.
- Best management land practices must be employed to protect valuable agricultural land, soils, water supplies, as well as other amenities.
- Preserve agricultural lands and protect the rural area from uses which interfere with, and are not compatible, with general farming practices. This may include the use of Right-to-Farm Covenants, and minimum setbacks for residences from established Concentrated Animal Feeding Operations, or exemptions to setbacks from Concentrated Animal Feeding Operations for certain development exceeding a residential development of one residence per thirty-five acres
- Recognize and improve upon regulations which have a negative impact on farming operations.

- Promote development patterns which will avoid producing inflated agricultural land values.
- When considering future land use decisions, the preservation of agricultural land should be of significance.
- Identify policies for the permitting of non-agricultural land uses which protect agricultural land uses.
- Areas identified for rural density development, or agricultural uses, shall be managed in such a way as to promote agriculturally related uses and prevent premature intensification of other land uses. Land in the Rural Development Area shall be regulated so as to limit non-farm residential and urban density development through the use of minimum lot sizes and other regulations.
- Maintain a residential density of not more than one building site per 35 acres.

Miscellaneous Policies

- Limit rural developments to densities that do not exceed current service levels.
- Discourage the random and haphazard siting of commercial and industrial uses within the rural area where such uses do not support the agricultural industry.
- Protect construction aggregate resources by restricting adjacent land uses to those that are compatible with extraction operations. Require operators to meet developmental and operational standards (such as road haul agreements).
- Regulate concentrated animal feeding, processing, and related operations to protect environmental quality and minimize conflicts with existing and future development areas.
- In order to protect the aquifer, lakes and wetlands, and to ensure proper installation and maintenance of on-site wastewater disposal systems, the County should require installers of the on-site wastewater disposal systems to be licensed.
- Only future development (residential, commercial, industrial, etc.) which cannot be accommodated in a municipality, agreed upon joint jurisdiction area, or in a Lake Park District or sanitary sewer district, should be encouraged in the unincorporated areas of the county that have appropriate infrastructure – roads, water, sewer.
- Brookings County encourages the identification and retention of historic and cultural resources – i.e. historic farms, cemeteries, etc.
- Certain land use location and design criteria for land uses in the Rural Development areas have been established and are located in Appendix A.
- Certain policies for specific uses in the Rural Development Areas have been established and are located in Appendix B.

URBAN DEVELOPMENT AREAS

These areas have qualities that encourage development in the near future. These areas are located within and immediately adjacent to municipalities with adequate infrastructure in place. There is often access to transportation routes and the property is served, or could be economically served, with public services – i.e. water, sanitary sewer, and streets.

Policies

- Concentrate future non-farm growth, in or contiguous to, municipalities where public infrastructure can be economically provided. Maximize the utilization and efficiency of existing public facilities.
- Discourage premature development in municipal/developed lake fringe areas. Premature development is defined as development that could limit future land use options, and opportunities, to locate and finance public infrastructure facilities.
- Seek input of municipal officials in the review of development proposals which could potentially impact future municipal expansion and public infrastructure projects.
- Encourage annexation of potential development sites within municipal fringe areas before development plans are approved.
- Recognize municipal growth plans when considering future development proposals.
- Preserve the identity of existing communities by discouraging sprawl and leapfrog development.
- Only the subdivision of land adjacent to areas of development advantage, which would enhance future municipal or established developed lake development, is encouraged.
- Identify policies for certain types of land uses permitted in the unincorporated areas of Brookings County which promote the orderly growth of municipalities and protect agricultural land uses.

AREAS OF DEVELOPMENT TRANSITION

These areas are located near incorporated municipalities including the Joint Jurisdiction Area with the City of Brookings, and/or developed lakes. They have been experiencing requests for residential or commercial/industrial development. The current land use is generally agriculture or open space. These areas could be potential conflict zones in terms of availability of public infrastructure, incompatible uses, and municipal/county interests.

Policies

- Uses and activities, when compatible, shall be concentrated and clustered into functionality related areas or centers.
- Urban development will not be permitted in areas without available infrastructure – i.e. paved roads, public water, and sewer services, and such development shall include connection to said municipal/sanitary sewer district/road district infrastructure.
- In areas of development transition, leapfrog development on land which cannot be economically provided with public services and facilities is discouraged.
- Cooperation and coordination in land use planning should be promoted between municipal areas, sanitary sewer districts, and the County in the development of land and utilities in the extraterritorial jurisdictional area outside of a community's corporate limits.
- In areas of development transition, annexation of the land adjacent to the municipal corporate limits and sanitary sewer districts is encouraged prior to development.
- In areas of development transition, only the subdivision of land adjacent to the city limits and existing developed lake areas, which would enhance future city and lake development, is encouraged.
- Require county-approved developments within the areas of development transition to require utilities compatible with municipal or sanitary sewer district requirements.
- Promote optimum land use relationships and minimize land use conflicts.
- Protect agricultural land uses from encroachment of potentially incompatible commercial, industrial, or residential development through the use of setbacks, screening, easements, covenants, etc.
- Identify policies for certain types of land uses permitted in the unincorporated areas of Brookings County which promote the orderly growth of municipalities and protect agricultural land uses. Policies for land uses not specifically listed are to be considered generally as described within other policy areas of this plan.
- Promote cooperative efforts with the municipalities in dealing with development issues in municipal/developed lake fringe areas.
- Encourage new residential construction to locate on previously platted lots and other parcels which already qualify as building sites.
- Limit rural densities adjacent to communities and sanitary sewer districts so that current service levels are not exceeded, thereby avoiding the creation of new special purpose districts (i.e. sanitary, water, and road districts).
- Contain urban expansion to areas which are adjacent to incorporated communities and sanitary sewer districts.

- Future community growth should occur in areas contiguous to existing development to allow economical expansion of municipal facilities and services.
- Rural land will be converted to urban development in accordance with the Comprehensive Plans, and in such a way, as to promote economic and orderly extension of the urban services.
- Rural land on the fringe of municipalities is encouraged to be converted to urban development in accordance with the Future Land Use Plan of the specific municipality, and in such a way, as to promote economic and orderly extension of the urban services.
- Recognize the need for contracts or agreements providing for the future annexation as a condition of transitioning land use from agricultural to characteristically residential, commercial, or industrial land uses.
- Collaborate with the City of Brookings to identify areas within the City of Brookings/Brookings County Joint Jurisdiction Area for the development of lots at densities which are not allowed in other unincorporated portions of the county for commercial, industrial, and residential purposes.
- Regarding the development of property adjacent to lakes located within the county, the County realizes that these lands are also areas of development transition and will require extensive review prior to the approval of new developments and/or the expansion of existing developments. Policies or issues to consider in the development of lake property include:
 - In areas of development transition adjacent to lakes, the subdivision and development of land should not be permitted without approved water and sanitary sewer services.
 - The development and maintenance of interior streets should be the responsibility of the developer or homeowner's association.
 - In review of residential, commercial, and industrial development proposals, Brookings County shall consider the impact upon county and township roads servicing the proposed lake developments.
 - A piecemeal approach to the development of lake property is not encouraged. A comprehensive design and site review shall be required.
 - Brookings County encourages the development of public and/or private parks/access areas adjacent to lakes after a comprehensive site review.
 - Brookings County discourages the rezoning of property from Natural Resources District to Lake Park District.
- Certain land use location and design criteria for land uses in the Areas of Development Transition have been established and are located in Appendix C.
- Certain policies for specific uses in the Areas of Development Transition have been established and are located in Appendix D.

AREAS OF DEVELOPMENT LIMITATION

One of the main factors in implementing the first land use regulations was for the purpose of limiting residential development adjacent to lakes in Brookings County, unless sanitary sewer districts were established. Now, regular flooding, depth to the aquifer, steep slopes, fragile soils, proximity to certain facilities (gravel pits, lagoons, landfills, concentrated animal feeding operations, etc.) are all considered limiting factors. Limited access to transportation routes and public facilities further limit the area's potential for development.

Development Constraints in the Unincorporated Areas of the County

The following types of development constraints have been identified and will be accommodated in the future land use plan.

Floodplain – This development constraint category has been designated from flood plain studies on land experiencing flooding, standing water, or extremely high water table conditions. The land areas vary in the intensity of problem water conditions, but special consideration should be given to preventing development to occur unless coordinated precautionary measures are instituted.

Shallow aquifer - This development constraint category has been designated from groundwater shallow aquifer studies. Special consideration should be given to preventing types of development which have the potential to pollute the aquifer (concentration of residences, chemical storage, concentrated animal feeding operations, certain commercial and industrial uses, etc.) unless coordinated precautionary measures are instituted.

Soils - This development constraint category has been designated from Natural Resource Conservation Service soil studies. These studies provide information on the suitability of the general soil associations to support certain types of land use activities, such as septic tank absorption fields, sewage lagoons, shallow excavations, dwellings with basements, sanitary landfill, roads and streets. The Zoning Officer, Planning Commission, and/or Board of Adjustment will utilize the information from these studies in making decisions relating to the development of specific sites. Special consideration should be given to preventing development to occur in areas where soil types are not conducive to associated development requests.

Natural Resources - This development constraint category has been designated from Natural Resource Conservation Service and Corps of Engineer's wetland inventory studies. The land areas vary from bodies of water to game propagation areas. Special consideration should be given to preventing development to occur unless coordinated precautionary measures are instituted within and near certain rivers, streams, lakes, abandoned quarries, certain wetlands, natural prairies, and historical sites.

Pipelines - This development constraint category has been designated based upon the proximity to oil and gas transmission lines located in Brookings County. Special consideration should be given to preventing and/or limiting some forms of development to occur unless coordinated precautionary measures are instituted.

Policies

- Development of this area shall be compatible with features of the natural environment and accommodated without destroying environmental features and natural amenities. At a minimum, the following areas shall be considered Areas of Development Limitation:
 - Shallow Aquifer - Zone A and B
 - Soils that cannot support certain land use activities –these are defined within the NRCS Brookings County Soil Survey
 - Identified Flood Plains
 - Identified Wetlands
- The following physical features should be preserved in a natural state and properly maintained: Low-wet areas, lakes and streams, drainage ways, wildlife areas, and tree-cover.
- Zoning and subdivision regulations shall require protection of drainage ways, wetlands, water courses, water bodies, soils, and aquifers; and shall require easements for such and make them integral parts of land development site plans.

Environmental Areas

It is the goal of Brookings County to preserve, protect, conserve, and enhance environmental resources including land, water, wetlands, lakes, rivers and streams, wildlife habitats, and recreational areas; and to avoid development in areas that:

1. Are environmentally fragile or unique;
2. Present health and safety hazards, as defined in County, State or Federal statutes, to county residents.
3. Are already preserved based upon ownership by state or federal entities.

Policy 1. Soil characteristics, depth to aquifer, topography and other construction limitations should be carefully considered in project site planning.

Policy 1 - Supporting Policies

- County officials shall be provided assurances of environmental protection measures, prior to the approval of any required permit or legal document, in areas having obvious or documented development limitations, such as shallow aquifer, wellhead protection areas, floodplains, or wetlands.
- The development of stream corridors, the aquifer, natural floodplains and drainage ways, and other significant natural areas that are unsuitable for construction, shall be precluded.
- County Officials shall strive to protect surface water and groundwater, especially in those areas that are designated wellhead and shallow aquifer protection areas.
- Soil erosion and downstream sedimentation shall be minimized through appropriate design.
- Prior to development in unsewered areas, soils shall be tested and analyzed for absorption capability and no building permits allowed unless tests determine site meets established sanitary standards.

- Those areas identified as floodplain, groundwater aquifer, or natural resource shall be managed in such a way as to prevent premature development of other land uses.
- Natural drainage courses should be protected in their capacities to carry runoff water.
- Brookings County will consider the most specific, recent information regarding floodplains, shallow aquifer, and well head protection areas in determining whether to expand or decrease the area(s) to be regulated, in accordance with the applicable zoning district.
- Land use restrictions surrounding lakes will be based upon original delineations of meandered lakes, unless otherwise provided for by Brookings County.
- Brookings County discourages any action which would remove the zoning designation of "Natural Resources District" from any property already so designated.
- No property shall be rezoned to "Natural Resource District" from another zoning designation until the affected land owner is properly notified.
- Natural Resource and Aquifer Protection areas should be identified and regulated with appropriate restrictions to support the policies contained herein.

Policy 2. Development shall be limited within areas that are known to experience regular and/or severe flooding.

Policy 2 - Supporting Policies

- Citizens seeking county permission for development within a known flood hazard area shall provide documentation that their project will not present a risk to public health and safety.
- Proposed developments in flood hazard areas shall comply with the National Flood Insurance Program and associated regulatory agencies.
- Flood hazard areas have been identified by the Federal Emergency Management Agency and the National Flood Insurance Program, and should be appropriately regulated in support of the policies contained herein by the creation of an appropriate zoning district.

Policy 3. Drainage, air quality, noise, and other environmental factors will be considered for their impacts on neighboring property.

Policy 3 - Supporting Policies

- The preservation of agricultural production practices should be a priority consideration in land use decisions.
- In situations where permission is needed and the situation warrants an evaluation, the county will rely upon both technical sources and public input in making decisions.

Policy 4. Overall risk of damage to pipelines will be considered for their impacts on transmission pipelines.

Policy 4 - Supporting Policies

- Appropriate areas surrounding pipelines will be reviewed for possible impacts to the regular transmission of materials through an established pipeline.
- Operators of pipelines will be notified and comment will be sought from appropriate entities prior to construction and/or commencement of certain land uses within a specified distance of pipelines.
- Any areas identified as posing a significant risk to the safety and welfare of the residents of Brookings County should be appropriately regulated in support of the policies contained herein by the creation of an appropriate pipeline protection zoning district(s).

MANAGEMENT AND COORDINATION

It is the goal of Brookings County to efficiently and effectively manage and coordinate land use plans and implementation tools.

- Coordination should take place between local, state, and regional entities on development issues.
- Recommend meeting with the City of Brookings to review the present Joint Jurisdiction Plan and Joint Jurisdiction Zoning Ordinance, with specific reference to residential and commercial development policies, in the Joint Jurisdictional Planning Area.
- Employ an area-wide approach in planning utility and drainage systems.
- Citizen participation should be a major component of the development process.
- Ample opportunity will be provided for direct public comment in every appropriate situation.
- Planning and other development documents will be written using plain language with an absence of jargon or specialized terminology.
- Flexibility within the planning and zoning process will be retained so as to readily cope with changing social and economic conditions.
- All extensive land development proposals should be guided by a plan for site development. Such plans would determine the optimum intensity of the use for land and identify corresponding densities of land occupancy, so that proper precautions could be taken to assure adequate utilities and environmental concerns.

FUTURE LAND USE

DEVELOPED LAKES FUTURE LAND USE

To accommodate growth, the land use plan will address both the Joint Jurisdictional Area and established, or appropriately zoned areas, of developed lakes. Those areas along with certain identified corridors near state and federal counties are identified as “Areas of Development Transition” on Map 18, the Future Land Use Map. Lakes expected to increase in residential development include Lake Campbell, Lake Hendricks, Lake Tetonkaha, and Lake Poinsett. These lakes already have a concentration of residential/commercial uses.

It is likely that the established developed areas of Lake Campbell, Lake Hendricks, Lake Tetonkaha, and Lake Poinsett will experience continued development in varying degrees. While non-lake front growth potential exists for all of the above lakes; significant lake front area is appropriately zoned, and subdivided in some cases, adjacent to Lake Tetonkaha, Lake Hendricks, and Lake Campbell. Despite the small portions of Oak Lake and Lake Goldsmith being zoned for Lake Park (residential) development, it has been, and continues to be contradictory to the goals of this and past Brookings County Land Use Plans dating back to 1972 to allow expansion of moderate to high density residential development without the establishment of public/quasi-public sanitary sewer collection systems operated and paid for exclusively by the residents utilizing it. For that reason any action which would remove the zoning designation of “Natural Resources District” from any property already so designated is discouraged. The four lakes listed above were developed prior to the establishment of zoning in Brookings County and are encouraged to establish a sanitary sewer district rather than to use individual septic tanks. However, infill and future residential development may be allowed to continue while utilizing the present forms of sanitary services.

In selecting potential sites for future development, goals and objectives relating to general land use, residential land use, transportation and public utilities were considered. Locational factors used in determining these sites considered issues of compatible adjacent land uses, existing infrastructure, such as transportation (location of paved roads, traffic access and safety), public utilities (availability of water and sanitary sewer, topography and drainage), and cost efficiency.

Future Commercial/Industrial

Locational factors to consider when planning for commercial and industrial land use development include compatible adjacent land uses, existing infrastructure, topography/drainage, traffic (congestion, access, parking, safety), and in addition - type of commercial/industrial activity (whether or not the proposed activity is agriculturally versus non-agriculturally related). In addition to areas planned for future commercial/industrial growth by individual communities, but outside of City Limits, areas near the Interstate 29 exits at SD HWY 30 and SD HWY 324 have been identified as potential commercial/industrial development sites. Also included is the area adjacent to SD HWY 13 north from Elkton, then East along US HWY 14 between the Minnesota border and the SD HWY 13/US HWY 14 intersection. Areas served by rail and other utilities may be suitable for certain industrial uses, however detailed site review should be considered prior to development of those areas.

Future Open Space

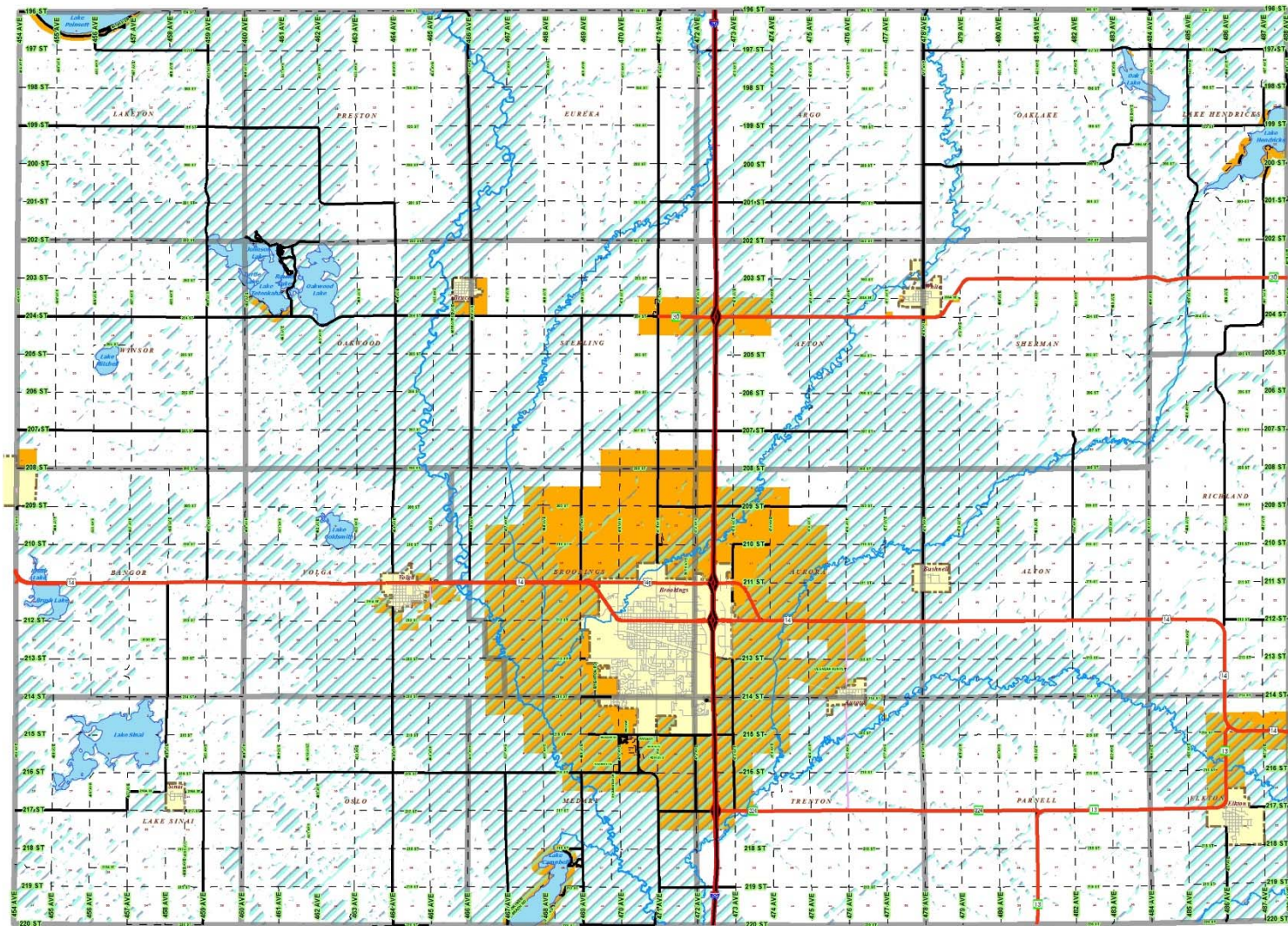
Open space is a desired amenity of the urban environment. Circumstances and conditions under which open space areas should be set aside relate largely to a county's commitment for improving the visual appearance of the area. At a minimum, natural resources, aquifers, wetlands, flood plains and floodway, and land areas with twenty (20) percent grade or greater, should be protected from extensive urban development, if possible. In addition, there are other areas within and around the areas that have a scenic value that enhance the quality of life. These areas should be identified and protected whenever possible. Further, roadway and utility improvements, as well as buildings and signage, should be controlled so that they are sensitive to adjacent scenic areas. With appropriate planning and coordination of adjacent development projects, a system of interconnected belts of permanent open space can be created to provide a haven for wildlife, enhance community views and vista or simply provide a pleasant contrast to the urban scene.

Future Agricultural

Land areas not expected to be developed within the fifteen (15)-year planning period have been designated as agricultural in the future land use plan. No attempt has been made to project which, if any, of these areas should be permanently maintained for agricultural purposes. The implementation of this plan through zoning and subdivision regulations will help minimize the disturbance of agricultural land and promote a smooth transition to other uses.

Future Residential

The main goal when developing areas for future residential use is to create an area that provides a strong, cohesive environment, and does not intrude upon intensive agricultural, industrial or commercial uses. Within the City of Brookings Joint Jurisdiction Area additional residential development will occur. Such development should be consistent with the long range development plans of the City of Brookings while consisting of development that is compatible with current regulations and enforcement procedures available within the joint jurisdiction area. To maintain the lowest public expenditures necessary for developing future residential areas, it is prudent to incorporate relevant street, park, and general utility development plans.



Map 18
Brookings County
Comprehensive Land Use Plan
Future Land Use Map

 Urban Development Areas	 Development Limitation	 Development Transition	 Rural Development Areas
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IMPLEMENTATION

The comprehensive land use plan for Brookings County has been designed to provide guidance for future growth for approximately fifteen (15) years. With any plan of this nature, it needs to be reviewed periodically to ensure conditions and circumstances affecting development are occurring as originally anticipated. The Brookings County Planning Commission recommends that this document is reviewed on an annual basis for minor changes and that a comprehensive update to this plan occur in twenty (20) years, or as deemed necessary, by the Brookings County Planning Commission.

It should be noted that the completion of a comprehensive land use plan is only the first step in the implementation of a planning program. The plan itself is merely a guide for achieving an orderly and attractive county. The County will need to take a number of steps in order for the plan to be successful. The first step is the identification and prioritization of public improvements required to support and serve future development areas. Second, the adoption or modification of applicable implementation tools, such as regulatory ordinances to ensure that the objectives embodied in the plan are adhered to as future parcels and tracts of land are developed. These tools, which are discussed in the following section, may include zoning and subdivision ordinances, building codes, etc. Finally, the Brookings County Planning Commission and Board of Adjustment should continue to review all matters affecting physical development and remain active in promoting the plan with other planning agencies in the area.

ZONING ORDINANCE

The basic function of the zoning ordinance is to carry out the goals, objectives, and policies of the comprehensive land use plan. The zoning ordinance, which reflects these long-range goals, is the primary regulatory tool utilized by the county for various land use activities in the rural unincorporated area.

Since the inception of zoning, the county has amended the ordinance as needed. It is recommended that to insure the policies embodied within this plan are implemented, the zoning ordinance should be reviewed and appropriate changes incorporated.

Zoning Techniques

Density Zoning

Since 1974, Brookings County has enforced a 35-acre minimum lot size and maximum of one residence per quarter-quarter section in the Agriculture District. This requirement of large lot zoning was put into effect for a number of reasons which include the following:

- Pollution of groundwater/aquifers from septic tanks;
 - Brookings County has instituted an aquifer protection ordinance. There are many shallow aquifers dispersed throughout the county. Concentrated, small lot developments have the potential to pollute the aquifer directly or from run-off situations.
 - Communities have invested millions of dollars in sewage treatment facilities. These facilities generally have excess capacity which could be utilized, not only in the community of Brookings, but also in the smaller communities in the county.

- Demand for increased services – road improvements, snow removal – beyond what farmers and township officials need or want to pay for;
 - Rural subdivisions, or strip developments, often demand improvements or increased services over and above what is normally required by the farming community. These requirements often come in the form of improved road surfacing or maintenance and snow removal requirements.
- Conflict between non-farm residential development and farming operations;
 - Farming operations continue to change over time. Farming today needs to be classified as heavy industry. Heavy industry and residential uses are generally not compatible. It used to be that a livestock operation would be comprised of 100 head of stock cows. Today many feedlots must include a thousand head of cattle to be economically viable. Crop farming is not generally compatible with residential development. Potential conflicts here include herbicide drift, blowing dirt, and noise. Obviously, the spreading of animal waste as fertilizer and odors from livestock operations has been, and will continue to be, a major issue.
- Problems relating to strip development along county and state highways; and
 - Small lot developments along county and state highways pose a different type of problem. A strip development along these highways, with multiple driveways, reduces the function of the highway and also causes traffic issues. School bus stops along these strip developments not only cause potential for accidents, but also reduce the flow of traffic.
- Removal of farmland from agricultural use.
 - The end result of small lot development in the established rural agricultural area is the removal of prime farmland from its “highest and best” use.

Large lot zoning has been both effective and controversial in Brookings County. It has aided in reducing potential conflict between Ag and non-ag uses. It has also reduced the need of an increased level of services and has preserved farmland for agricultural uses. Obviously, at this time, there is a demand for small lot development in rural areas. However, this demand for rural-type living should be encouraged to develop in, and adjacent, to communities which have the ability to provide the necessary services.

JOINT JURISDICTIONAL (EXTRATERRITORIAL ZONING)

The County recognizes the rights of and obligations of municipalities to plan for their individual development. South Dakota Codified Law enable municipalities to adopt zoning regulations for areas within their corporate limits and, with county approval; they may exercise zoning powers in areas up to three miles outside of their municipal boundaries. For municipalities to exercise these extraterritorial zoning powers, the county and city must adopt identical zoning ordinances. Presently, only the City of Brookings share extraterritorial zoning jurisdiction with the County.

If communities do not want to go through the formalized relations of joint jurisdictional zoning, another approach is to have effective communication between the governing bodies.

Coordination between Brookings County and the incorporated municipalities will be essential if the goals, objectives, policies, and recommendations within this plan are to be realized. Without a coordinated approach, urban/rural sprawl, and scattered development, could simply push the problem beyond the extraterritorial jurisdiction. A high priority should, therefore, be placed on resolving any policy conflicts which might exist between the County and the incorporated communities.

SUBDIVISION ORDINANCE

The Subdivision Ordinance constitutes another tool that the county may utilize in carrying out the objectives of the comprehensive land use plan.

Subdivision regulations are enforceable by communities in the county that have adopted comprehensive land use plans and a major street plan, which is filed with the County Register of Deeds. The reason for this joint authority is that if development is to occur within these prescribed areas, it should conform to development standards as required within the community. This is because these areas are those most susceptible to annexation; therefore, they will become a part of the same municipal structure which determined the physical standards under which they are constructed. When a community exercises platting control over rural property, the statutes require plats to be submitted to the County Planning Commission for review and recommendation. Communities with extraterritorial platting authority in Brookings County include – Aurora, Brookings, Elkton, and White.

Because municipal subdivision regulations may require unrealistic or unreasonable development requirements when applied to the rural areas of the county, the county should work with those communities who are or will be involved in platting outside municipal borders to ensure that subdivision regulations take into consideration the rural character of the property.

It is recommended that to insure the policies embodied within this plan are implemented, the subdivision ordinance should be reviewed and appropriate changes incorporated.

BUILDING CODE

A building code establishes minimum construction standards for new structures as well as for remodeling and repair work performed on existing buildings. These standards are intended to safeguard life, health, property, and the public welfare by regulating and controlling design, construction, quality of materials, and occupancy of structures.

It is intended to ensure that construction meets minimum structural and life requirements; therefore, Brookings County has adopted the latest version of the International Building Code (IBC). Further, Brookings County shall review adopted codes and inspect structures to determine compliance with the adopted Building Code.

PERMITTING

Permitted Uses:

Permitted uses are listed in all zoning districts. Permitted uses are those uses which are allowed “by-right,” and inherently consistent with the intent of the specified zoning district provided specified lot area, required yards, and construction standards are met.

Policies:

- The administrative official shall be authorized to issue building and use permits for all structures used for “permitted uses” in a specified district.
- The administrative official may refer any building permit to the Board of Adjustment.

Conditional Uses:

Conditional uses are authorized and defined by South Dakota Codified Law (SDCL). South Dakota Codified Law states that counties may determine a permitting process for conditional uses. In Brookings County, conditional uses are listed in all zoning districts. These uses, due to the characteristics of the specified use or zoning district, require case-by-case consideration. Conditional uses are uses which are authorized within a zoning district, provided specified conditions are met, and may only be denied if specific criteria for denying the permit can be identified. General minimum considerations shall be made for each conditional use. Additional conditions may be considered for any given application provided they are applicable to the request at hand.

Policies:

- Conditional use permits are recommended to be considered by the Brookings County Board of Adjustment.
- The administrative official may authorize uses and the construction of buildings only in accordance with the conditional use permit as approved.
- Although some may not apply to all applications, the approving board shall, at a minimum, consider whether or not the applicant has made satisfactory provision and arrangements for the following:
 - Entrance and exit to property and proposed structures thereon, with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.
 - Off-street parking and loading areas where required, with particular attention to the items above and the economic, noise, glare or other effects of the conditional use on adjoining properties and properties generally in the district.
 - Utilities, refuse, and service areas, with reference to locations, availability, and compatibility.
 - Screening and buffering with reference to type, dimensions and character.
 - Signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district.
 - Required yards and other open space.
 - General compatibility with adjacent properties and other property in the district.
- The approving board may prescribe conditions unique to each individual request, provided they are applicable to the specific request.

General compatibility with adjacent properties and other property in the district

All uses listed as conditional uses are compatible with other property in a specified zoning district. If such uses are not compatible, they should be prohibited within the specified district. Conditional uses may only be denied in accordance with definable criteria, in order that an applicant may know under which circumstances a permit may be granted in this location. In Brookings County, general compatibility refers to the manner of operation of a use. The approving board may consider compatibility when prescribing conditions for approval of a permit, but those conditions should be uniformly required of similar uses under similar circumstances throughout the county.

Variances:

Variances allow an applicant to break the rules prescribed by the Zoning Ordinance of Brookings County. Variances may only be granted if an applicant demonstrates that by reason of exceptional topographic conditions, or other extraordinary and exceptional situation or condition the strict application of a specified regulation would result in peculiar and exceptional undue hardship onto the property owner which is not the result of the applicant's own actions. Variances from the ordinance, as required by South Dakota Codified Law, may only be considered by the Board of Adjustment. It is the responsibility of the applicant to demonstrate the undue hardship described above.

Policies:

- The Board of Adjustment shall only grant variances to applicants demonstrating all of the following:
 - Special conditions and circumstances exist which are peculiar to the land, structure or building involved, and which are not applicable to other land, structures, or buildings in the same district;
 - The literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;
 - The special conditions and circumstances do not result from the actions of the applicant;
 - Financial disadvantage of the property owner shall not constitute conclusive proof of unnecessary hardship within the purposes of zoning.
 - Granting the variance request would not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district.
 - No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted or nonconforming use of lands, structures, or buildings in other districts, shall be considered grounds for the issuance of a variance.
- The Board of Adjustment shall not grant a variance to allow a use not permissible under the terms of the zoning ordinance.

GIS (GEOGRAPHIC INFORMATION SYSTEMS)

GIS is a computer technology used to capture, manage, store, manipulate, analyze, and display spatial information.

GIS technology provides a valuable tool to assist in implementing the comprehensive land use plan. Much of the spatial data information gathered for this plan has been entered into a GIS, including existing land use, flood plains, aquifers, water resources, and transportation systems.

GIS involves spatial operations such as the linking of data from different sets, which is stored in a digital form. An infinite variety of analyses could be conducted on the data. Examples may include:

- What is at a certain location?
- Where do certain conditions exist?
- What has changed over time?
- What spatial patterns exist with the data?
- What if..?

Modeling can be performed to determine the impact of the location of a new concentrated animal feeding operation may have on the aquifer. The possibilities are only constrained by the limits of the database. It is recommended that GIS technology continues to be utilized in the implementation of the Comprehensive Land Use Plan, as well as to support other county departments.

BROOKINGS COUNTY

COMPREHENSIVE LAND USE PLAN

APPENDIX

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APPENDIX A
LAND USE LOCATION AND DESIGN CRITERIA
BY GENERAL LAND USE TYPE IN THE RURAL DEVELOPMENT AREAS

The following general policies have been established by the Brookings County Planning Commission and should be considered for all specified land uses in a given use category.

GENERAL POLICIES FOR RESIDENTIAL USES

- Discourage non-farm residential development; and
- Discourage land splits which erode the integrity of agricultural use areas.
- Require Right-to-Farm Covenant and minimum setback from established concentrated animal feeding operations.
- Require compliance with South Dakota Department of Natural Resource requirements for sanitary sewer provision.

GENERAL COMMERCIAL/INDUSTRIAL POLICIES

- Environmental impacts of certain uses shall be considered when situated in designated aquifer protection areas, or floodplains, to consider effects of runoff and application or disposal of waste.
- Federal and State requirements or permits shall be obtained and adhered to.
- Consideration should be made regarding the capability of roads serving the site to handle traffic generated by the proposed use. Brookings County may require written assurances for maintenance of such roads, which may include identification of financial obligations in reference thereto.
- Uses which may be accommodated within municipal city limits are encouraged to be located in city limits.
- Light generated from the site of a commercial use should not cause a nuisance, or unreasonable distraction, to adjacent property or right-of-way.
- Proposed development adjacent to municipal boundaries is encouraged to be annexed by the municipality prior to development.
- Retail sales in the Area of Development Stability are discouraged, unless raw or processed products grown or raised on site are to be sold.

GENERAL INTENSIVE RURAL USE POLICIES

- Environmental impacts of certain uses shall be considered when situated in designated aquifer protection areas, or floodplains, to consider effects of runoff and application or disposal of waste.
- Adequate separation from residences, churches, institutional uses, municipalities and parks, should be identified.
- Discourage the construction of Class A and B concentrated animal feeding operations in the floodplain, or over shallow aquifers.
- Operators should comply with requirements for land application of animal wastes and for odor minimization.
- Construction and land application to prevent runoff of animal wastes is required.
- Federal and State requirements, or permits, shall be obtained and adhered to.
- Consideration should be made regarding the capability of roads serving the site to handle traffic generated by the proposed use. Brookings County may require written assurances for maintenance of such roads, which may include identification of financial obligations in reference thereto.

APPENDIX B
LAND USE LOCATION AND DESIGN CRITERIA
BY SPECIFIC LAND USE IN THE RURAL DEVELOPMENT AREAS

In the Rural Development Areas, owing to certain special characteristics attendant to their operation, the following uses have been identified to require case-by-case review and specific location and design criteria in order to minimize land use conflicts with permitted uses in the Rural Development Areas. If allowed in other areas identified in this plan, these uses may require consideration of additional policies not generally applicable in the Rural Development Areas. Specific Land use policies have been established for specific land uses under three different general categories in the Rural Development Areas:

1. General Residential Policies
2. General Commercial/Industrial Policies
3. General Intensive Rural Use Policies

POLICIES FOR SPECIFIC RESIDENTIAL USES IN RURAL DEVELOPMENT AREAS

The following specific location and design policies have been established by the Brookings County Planning Commission and should be considered when siting specified projects in the rural area of the county.

Group homes

Group Homes are not defined in the current zoning ordinance, but are considered a supervised living or counseling arrangement in a family home context providing for the twenty-four (24) hour care of children or adults.

Policies:

- Brookings County does not discriminate against developmentally disabled or any individuals with disabilities. Further Brookings County will comply with all provisions of the fair housing act when issuing permits for group homes.
- Applicants for group home shall demonstrate that all applicable state and federal requirements have been met regarding the facility, and the health and safety of its tenants.
- Group homes are required to be in single family residential unit.
- Applicants for group homes shall demonstrate that adequate provisions for the health, safety, and general welfare of its tenants and staff have been made.
- Group homes are subject to review of the Brookings County Sheriff and emergency services personnel to ensure the safety of residents and neighboring landowners.
- Group homes are subject to additional requirements imposed by the Board of Adjustment.

Accessory agricultural housing

Brookings County recognizes the need for relatives of farm operators and employees to live on the farm site. In order to allow for residents, deriving their primary source of income from a farm, to live where they work, more than one residence/dwelling unit may be allowed on a minimum 35 acre parcel in two instances:

1. A manufactured home to be used as an additional dwelling for an employee or relative of the farm operator.
2. An additional single family structure or a multiple family structure is proposed to house employees and/or relatives of the farm operator at the site of a Concentrated Animal Feeding Operation, which has received a conditional use permit by Brookings County.

Policies:

- “Relatives” should be limited to parents, grandparents, children, or brothers and sisters of the farm operator.
- Employees living in an accessory agricultural housing structure shall derive their primary source of income from the farm operation based at the location of the residence.
- Brookings County may utilize tax records, pay stubs, or any other information necessary to determine the primary source of income for residents of accessory agricultural housing.
- Application for Accessory Agricultural Housing will be separate from applications for Concentrated Animal Feeding Operations if at the same location as the Accessory Agricultural Housing.
- Brookings County shall establish a minimum required lot area for Accessory Agricultural Housing
- Access to public dedicated streets and roads shall be provided utilizing a shared primary access with the primary residence or primary use on site.
- Accessory Agricultural Housing utilizing a multiple family structure may only be allowed over a shallow aquifer if the residential structure utilizes an approved central sanitary sewer collection system, which may consist of holding tanks, trunk lines, lift stations, and treatment facilities.
- Septic tanks and associated drain fields for containment of human waste must conform to regulations established by the South Dakota Department of Environment and Natural Resources.
- Accessory Agricultural Housing utilizing a multiple family structure is recommended to be situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road.
- Accessory Agricultural Housing utilizing a multiple family structure not situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road may be expected to maintain financial responsibility for road improvements, and maintenance necessitated by traffic from the operation. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.

Religious farming communities

A religious farming community refers to a corporation formed primarily for religious purposes, as indicated by tax status, whose principal income is derived from agriculture and/or a farm which may or may not be held in collective ownership, in which multiple families reside on-site and use or conduct activities upon the property which are participated in, shared, or used in common by the members of the group residing thereon. It is important to note that Brookings County does not discourage religious farming communities. At the same time, the county has adopted regulations for high density development not associated with agricultural activities.

Policies:

- Application for Religious farming communities will be separate from applications for Concentrated Animal Feeding Operations at the same location as the Religious farming community.
- Applications for Religious farming communities will be separate from applications for home extended businesses at the same location as the Religious farming community.
- Brookings County shall establish a minimum required lot area for Religious farming communities.
- Access to public dedicated streets and roads shall be limited. Direct access to dwelling units shall be provided through an internal access system.
- Religious farming communities may not be allowed over or near a shallow aquifer.
- Septic tanks and associated drain fields for containment of human or animal wastes must conform to regulations established by the South Dakota Department of Environment and Natural Resources.
- Religious farming communities are recommended to be situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road.
- Religious farming communities not situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road may be expected to maintain financial responsibility for road improvements, and maintenance necessitated by traffic from the operation. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.
- Approval for Religious farming communities may only be granted after detailed site plan approval by the Board of Adjustment. The administrative official may only issue building permits and allow uses in accordance with the approved site plan. Upon approval of the site plan, the Board of Adjustment may indicate what, if any, uses may be additionally allowed and under what conditions without the Board's reconsideration. Similarly, upon approval of the site plan the Board of Adjustment may indicate if the location or size of any structures may be changed between the Board's approval and the approval of the administrative official.

GENERAL POLICIES FOR SPECIFIC COMMERCIAL/INDUSTRIAL USES IN RURAL DEVELOPMENT AREAS

The following specific location and design criteria have been established by the Brookings County Planning Commission and should be considered when siting commercial, industrial, and public/quasi-public projects in the rural area of the county.

Retail sales in rural areas.

Retail sales in the rural areas of Brookings County may conflict with agricultural uses. Retail sales generate traffic volumes and types which are incompatible with agricultural operations. However, Brookings County supports value-added agricultural ventures in the rural area which provide wide variety site-produced agricultural products for sale. Since uses such as botanical gardens, commercial greenhouses, tree farms, and other direct producer-to-consumer agricultural ventures still generate traffic volumes and types atypical of rural traffic patterns; accommodations must be made for parking, loading, and access. Depending upon the scope of the business, various accommodations may be necessary to provide for the health and safety of potential patrons.

Policies:

- With the exceptions of fireworks sales (described later) and the sale of site-produced agricultural products, any retail sales in the rural areas of Brookings County are discouraged.
- Tree farms, botanical gardens, commercial greenhouses, and other sales of site-produced agricultural products may be required to provide screening or buffering to limit potential land use conflicts.
- Tree farms, botanical gardens, commercial greenhouses, and other sales of site-produced agricultural products are recommended to be situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road.
- On-site parking and loading will vary upon the size of the operation and may require site specific consideration.
- Entrance and exit to and from the site will be achieved in a forward gear.
- Applicants shall demonstrate that stormwater run-off, upon final construction and grading, shall not exceed pre-construction stormwater run-off volumes and/or negatively affect adjacent landowners.

Home extended business

A home extended business consists of a business, profession, occupation, or trade conducted for profit and located entirely within the accessory building for a dwelling, which use is accessory, incidental, and secondary to the use of the dwelling for residential purposes and does not change the essential residential character or appearance of such dwelling.

Policies:

- Brookings County encourages businesses operated by the owner or tenant of a property.

- Brookings County may permit businesses operated by the owner or tenant of a property which may be of a similar character to other uses allowed in the agricultural district including, but not limited to, gravel hauling, asphalt contracting, commercial hauling, general contracting/construction.
- Brookings County shall establish a maximum number of non-family employees allowed to work for the business.
- Buildings for the operation of the business should be of similar construction to agricultural or residential structures.
- Businesses operated by the owner or tenant shall not disrupt normal agricultural operations.
- Appropriate screening or additional setbacks for business activities may be required to protect agricultural uses from commercial activities.
- On-premise sign area shall be limited.
- Off-premise signs shall be prohibited with the exception of SDDOT commercial, directional signs.
- Outdoor storage of materials, vehicles, or inventory shall be limited.
- Permits for extended home occupations will only be permitted upon assurance by the entity in charge of maintenance of the roads that the traffic generated by the proposed use can be accommodated by the roads serving the business.
- No equipment or process shall be used in extended home occupation which creates unreasonable noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot.
 - In the case of noise: noise shall not exceed that expected of agricultural uses within the district.
 - In the case of electrical interference: no equipment or process shall be used which creates visual or audible interference in any radio or television receivers off the premises, or causes fluctuations in line voltage off the premises.
 - Brookings County may assign appropriate conditions to mitigate noise, vibration, glare, fumes, odors, or electrical interference.

Commercial stables and livestock sale barns

Commercial stables include any building used for the shelter and feeding of domestic animals, especially horses and cattle, where such domestic animals are ridden, raised, trained, boarded, harbored, or kept for remuneration. Livestock sale barns are a place where the normal activity is to sell or exchange livestock. Livestock are normally in these barns for the day of the sale or auction.

Policies:

- Commercial stables and sale barns are required to follow all regulations for similarly sized CAFO's
- On-site parking and loading will vary upon the size of the operation and require site specific consideration.
- Livestock sale barns and commercial stables are recommended to be situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road.

- Livestock sale barns and commercial stables not situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road, may be required to maintain financial responsibility for road improvements and maintenance necessitated by traffic from the operation. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.

Fireworks sales and storage

Fireworks sales and storage locations include any site which may be permitted in accordance with South Dakota Codified Law for the storage or retail sale of fireworks

Policies:

- Firework sales and storage operations are required to meet all applicable state and federal regulations regarding the sale and storage of fireworks.
- Applicants for sale of fireworks shall obtain a State Permit from the South Dakota State Fire Marshall's Office prior to the sale of fireworks.
- Brookings County shall review and require precautions be taken for the safety of patrons, employees, and adjacent land uses.
- Permits for the sale of fireworks shall be limited to a single season applied for and expire, or be suspended, until the next permitted season for a new operator or at a previously unpermitted location.
 - Following the expiration of an initial permit for the sale of fireworks, Brookings County may authorize the sale of fireworks for more than one sales season with a single permit.
- Fireworks sales are required to be situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road.
- On-site parking and loading will vary based upon the size of the operation and may require site specific consideration.
- Storage of fireworks may be required to be screened from adjacent landowners and/or rights-of-way.

Bed and Breakfast

Bed and Breakfasts are businesses located in a private single-family residence where limited meals and temporary accommodations are provided to the public for a charge, and may also be classified as a "lodging house."

Policies:

- Applications for Bed and Breakfast's (B & B's) may be required to include a detailed plan for the operation of the business.
- On-site parking and loading will vary upon the size of the operation and require site specific consideration.
- B & B's should be situated with access to roads capable of handling potential traffic volumes associated with the use without increasing the cost of maintaining those roads.
- B & B's shall include the preparation of meals on site.
- B & B's may be incidental to an owner occupied principal dwelling.
- Brookings County may establish a maximum length of stay for patrons.
- B & B's shall meet all applicable regulations of the South Dakota Department of Health.
- B & B operators shall provide proof of liability insurance.

- Minimum floor area for each paying guest will be reviewed.

Game lodges

Game lodges may include a single building or group of two (2) or more detached, or semi-detached, or attached buildings occupied, or used as a temporary abiding place, of sportsmen, hunters and fishermen, who are lodged with or without meals, and in which there are sleeping quarters. This definition includes two types of game lodges: those occupied by paying guests, those occupied by non-paying friends or relatives of the property owner.

Policies:

- Applications for Game Lodges may be required to include a detailed plan for the operation of the business.
- On-site parking and loading will vary upon the size of the operation and require site specific consideration.
- Game Lodge operators shall demonstrate proof of liability insurance.
- Game Lodges should be situated with access to roads capable of handling potential traffic volumes associated with the use without increasing the cost of maintaining those roads.
- Game Lodges may include the preparation of meals on site.
- Game Lodges may be affiliated with private shooting preserves.
- Game Lodges will be operated and constructed in accordance with South Dakota Codified Law and all applicable rules governing Game Lodges or similar operations.
- Minimum floor area for each paying guest will be reviewed.
- Construction and siding materials will be reviewed on a case-by-case basis.
- Brookings County may request and review information regarding property expected to be used for hunting, not including public hunting areas.
- Brookings County may establish a maximum length of stay for any patron.

Aviation Facilities:

Aviation facilities include airports, airstrips, helipads, other similar uses, and any use accessory thereto.

Policies:

- Applications for aviation facilities may be required to include a detailed plan for the operation of the business, and a detailed site plan including, but not limited to, details of the airstrip/helipad, parking of automobiles and aircraft, location and amount of fuel and other chemical storage, identification of overhead electrical lines and utility easements in relation to runways, approach zones, and helipads.
- Aviation Facilities are required to meet all applicable state and federal requirements for the specified facility.
- Applicants for Aviation facilities may be required to notify utility providers to review potential disruption of service for electricity transmission and production, telecommunications, and other services.
- When considering Aviation facilities the county will consider affects of noise and land use limitations on neighboring lands.
- When considering Aviation facilities the county will review the proposed location in reference to existing airports, airstrips, and helipads.
- Aviation facilities should be situated with access to roads capable of handling potential, private, commercial, or industrial traffic associated with the facility.

- Aviation facilities should be sited in areas where neighboring uses will not affect the transmission of air-traffic, or other necessary signals required for the safe conduct of an Aviation facility.
- Aviation facilities may be for private or commercial use, but applicants shall identify the primary purpose of the facility.
- Applications for aviation facilities are subject to review by the Brookings County Emergency Management director.
- Applicants shall demonstrate that stormwater run-off, upon final construction and grading, shall not exceed pre-construction stormwater run-off volumes and/or negatively affect adjacent landowners.

Religious Institutions and associated uses.

Religious institutions include any building or use operated for non-profit purposes by an established religious organization holding either tax exempt status under Section 501(c)(3) of the Internal Revenue Code or under the state property tax law, where such building is primarily intended to be used as a place of worship. The term includes, but is not necessarily limited to: church, temple, synagogue, and mosque. Religious institutions may operate numerous commercial, residential or other quasi-public uses or functions including, but not limited to, parsonages, cemeteries, banquet/reception facilities, limited commercial sales, etc.

Policies:

- Applications for religious institutions may be required to include a detailed plan for the operation of the business including the listing of any associated commercial, residential, or other quasi-public uses to be performed at the site, maximum capacity/expected attendance, and other information which may be necessary to consider the request.
- When considering religious institutions and associated uses, the county will consider the compatibility to surrounding agricultural uses.
- Religious institutions and associated uses may be required to provide screening or buffering to limit potential land use conflicts.
- Religious institutions and associated uses should be situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road.
- Cemeteries should be situated with access to roads capable of handling potential traffic volumes associated with the use without increasing the cost of maintaining those roads.
- Cemeteries shall be appropriately registered with the State of South Dakota and should file easements/agreements for future access and maintenance of the cemetery.

Recreational uses

These uses include, but are not limited to, private clubs, golf courses, (including: driving ranges and clubhouses), track or racing sports (including, but not limited to, motorcycle / all terrain vehicle, and remote controlled devices) and shooting sports (including target ranges, paintball and private shooting preserves).

Policies:

- Applications for Recreational uses may be required to include detailed site and operation plans to describe the nature of the business, hours of operation, potential traffic generated, and other information which may be requested.
- On-site parking and loading will vary based upon the size of the operation and may require site specific consideration.
- Retail sales of products relating to the specific recreational use and clubhouses may only be considered ancillary, and therefore accessory to the primary recreational use. If the primary recreational use is abandoned, the retail sales and/or clubhouse shall be closed as well.
- Recreational uses may be required to provide screening or buffering to limit potential land use conflicts and safety hazards.
- Recreational uses may be required to prepare a plan for health emergencies possibly related to the use.
- Recreational uses will be responsible for ensuring the health and safety of their patrons
- Recreational uses are required to meet all applicable regulations of the South Dakota Department of Health and all other applicable regulatory agencies.
- Any use or storage of any petroleum based products shall comply with Brookings County Aquifer Protection regulations and all other applicable regulatory agencies.
- Recreational uses should be situated with access to roads capable of handling potential traffic volumes associated with the use without increasing the cost of maintaining those roads.
- Applicants shall demonstrate that stormwater run-off, upon final construction and grading, shall not exceed pre-construction stormwater run-off volumes and/or negatively affect adjacent landowners.

Contractor Shops and Yards

Contractor shops and yards include structures and land areas where the outdoor storage of equipment and supplies used for various types of off-site construction are stored. Examples of equipment and supplies include, but are not limited to, the following – road construction, building construction, gravel operations, and general contracting services.

Policies:

- Applications for contractor shops and yards may be required to include detailed site and operation plans to describe the nature of the business, number and type of equipment, hours of operation, potential traffic generated, means of securing the site, and other information which may be requested.
- Contractor shops and yards may be required to provide buffering and screening to limit potential land use conflicts.
- Junk shall not be stored at contractor shops and yards
- On-site parking and loading will vary upon the size of the operation and require site specific consideration
- Contractor shops and yards are recommended to be situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road.

- Contractor shops and yards not situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road, may be expected to be financially responsible for road improvements, and maintenance necessitated by traffic from the operation. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.
- Use or storage of any petroleum based products shall comply with Brookings County Aquifer Protection regulations and all other applicable regulatory agencies.

Sanitary landfills and domestic sanitary sewer facilities.

Sanitary sewer treatment facilities for multiple municipalities are located outside of the corporate limits of the specific municipalities. In addition the solid waste landfill for the City of Brookings is also located in the rural portion of the County.

Policies:

- Proximity to neighboring uses and natural resources shall be considered prior to approval of sanitary landfills and domestic sanitary sewer facilities.
- Sanitary landfills and domestic sanitary sewer facilities shall be operated in accordance with state and federal requirements.
- Drainage patterns unique to Brookings County require a case-by-case consideration of stormwater/pollution control measures
- Permits for sanitary landfills and domestic sanitary sewer facilities will only be authorized upon assurance that the condition of designated haul roads will not deteriorate due to traffic generated by the use.
- Applicants for sanitary landfills and domestic sanitary sewer facilities are expected to take financial responsibility for road improvements, and maintenance necessitated by traffic from the use's activities. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.
- Sanitary landfills and domestic sanitary sewer facilities are expected to generate noise and odor uncharacteristic of agricultural uses. Measures may be taken to minimize potential conflicts with neighboring properties. Any conditions including, but not limited to, buffering, screening, limiting the hours of operation, and limiting the types of activities allowed may be utilized to meet this policy.
- Applicants shall demonstrate that stormwater run-off, upon final construction and grading, shall not exceed pre-construction stormwater run-off volumes and/or negatively affect adjacent landowners.
- Applicants shall prepare a plan for reclamation of any sanitary landfill.
- Applicants shall be responsible for controlling debris from exiting any landfill.

Veterinary offices and animal hospitals

Veterinary offices and animal hospitals include facilities which provide on-site medical treatment of animals.

Policies:

- Animal hospitals are required to follow regulations for similarly sized CAFO's (including manure management) or kennels.
- On-site parking and loading will vary upon the size of the operation and require site specific consideration.
- Veterinary offices and animal hospitals shall provide a plan for managing and disposing of dead animals.
- Veterinary offices and animal hospitals are recommended to be situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road.
- Veterinary offices and animal hospitals not situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road, may be expected to be financially responsible for road improvements and maintenance, necessitated by traffic from the operation. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.

Commercial public entertainment enterprises not normally accommodated in commercial areas (Entertainment enterprises)

Some outdoor events such as music concerts, rodeos, tractor pulls, and animal or vehicle races; other events have been permitted in Brookings County in the past. Such events often generate light, noise and traffic atypical of the proposed venue. In addition, depending upon the size and scope of the event, varying amounts of space may be necessary for parking, vendors, sanitary sewer provision, health care facilities, and other services generally associated with large gatherings of people.

Policies:

- Applicant shall provide a detailed site and operation plan including, but not limited to, a detailed description of what activities will occur on the entire property, manner of cleaning up during and after the event, location of restroom facilities, etc.
- Applicant shall provide documentation of satisfaction of requirements from applicable fire, ambulance, and law enforcement departments.
- Applicant shall provide proof of liability insurance for the event.
- Entertainment enterprises may be required to provide buffering to limit potential land use conflicts.
- The duration or hours of operation of Entertainment enterprises should be considered to avoid potential conflicts with surrounding agricultural uses.
- Entertainment enterprises will be responsible for ensuring the health and safety of their patrons.
- Entertainment enterprises should be situated with access to roads capable of handling potential traffic volumes associated with the use without increasing the cost of maintaining those roads.
- Each event shall require a separate permit. In the event of recurring events, after one event the County may allow more than one occurrence of an event with the same permit.

Junk or Salvage yards

Junk or salvage yards include areas of land with or without buildings, whether for private or commercial purposes, or both, used for, or occupied by, a deposit, collection, or the storage outside of a completely enclosed building, or used and/or discarded materials such as waste paper, rags, or scrap metal, used building materials, home furnishings, machinery, vehicles, or parts thereof, with or without the dismantling, processing, salvage, sale, or other use or disposition of the same.

Policies:

- Applications for Junk or salvage yards may be required to include detailed site and operation plans to describe the nature of the business, total area to be used for storage, hours of operation and crushing (if applicable), potential traffic generated, means of securing the site, and other information which may be requested.
- Applications for Junk or salvage yards shall include a plan detailing when and how the site will be returned to its pre-development state.
- Junk or salvage yards are required to control weeds.
- Junk or salvage yards should be screened on all sides.
- Minimum separation distances should be established from right-of-way, residences, and Lake Park zones.
- A minimum lot area should be established to allow room for piles, screening, parking, loading, ingress/egress, and buffering.
- On-site parking and loading will vary upon the size of the operation and require site specific consideration.
- No unlicensed vehicles may be stored on site until all fluids are drained from the specific vehicle.
- Junk and salvage yards are recommended to be situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road.
- Junk and salvage yards not situated with access to a county road, paved road, or Board of Adjustment approved privately maintained road may be expected to be financially responsible for road improvements, and maintenance necessitated by traffic from the operation. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.
- Any use or storage of any petroleum based products shall comply with Brookings County Aquifer Protection regulations and all other applicable regulatory agencies.
- Applicants shall demonstrate that stormwater run-off, upon final construction and grading, shall not exceed pre-construction stormwater run-off volumes and/or negatively affect adjacent landowners.

Signs:

Signs are a critical, accessory function of commercial and industrial land uses. Signs provide the public with a means of distinguishing the name and type of business located in rural areas.

Policies:

- Brookings County measures sign area on one side of a specified sign.
- Brookings County shall establish regulations regarding sign illumination, including digital message centers.
- Brookings County shall establish maximum on-premise sign area.
- Brookings County shall establish maximum area for any off-premise sign.
- Brookings County shall establish the minimum spacing between off-premise signs.
- Brookings County does not practice “strip zoning” for the sole purpose of permitting off-premise signs.

APPROVED BY PLANNING COMMISSION - 12/6/16

GENERAL CRITERIA FOR OTHER SPECIFIC USES IN THE RURAL DEVELOPMENT AREAS

The following specific location and design policies have been established by the Brookings County Planning Commission and should be considered when siting specified agricultural and other projects in the rural area of the county.

Concentrated Animal Feeding Operations

Concentrated Animal Feeding Operations (CAFOs) include a lot, yard, corral, building or other area where animals have been, are, or will be stabled or confined for a total of forty-five (45) days or more during any twelve (12)-month period, and where crops, vegetation, forage growth, or post harvest residues are not sustained over any portion of the lot or facility.

Policies:

- Brookings County supports the creation and expansion of concentrated animal feeding operations in rural areas.
- Brookings County uses an animal unit equivalency ratio to determine the head count of a specific animal species for the purpose of defining the specific class of CAFO by animal unit.
 - The standards for determining an animal unit to animal head count equivalency are derived from the Environmental Protection Agency and the State of South Dakota General Permit.
 - The animal species equivalents are based upon a species' manure production.
- Operations of less than 500 animal units which are not situated over a shallow aquifer or wellhead protection area should be allowed by-right provided minimum management practices are employed.
- All operations of greater than 50 animal units situated over a shallow aquifer or well head protection area require case-by-case consideration.
- All operations of 500 animal units or greater require case-by-case consideration.
- Due to the specific nature of each operation, a CAFO seeking to expand beyond its permitted number of animal units is required to obtain a new Concentrated Animal Feeding Operation Permit.
- Any previously unpermitted operation expanding to the next "class" (based upon size) of CAFO is required to obtain a new Concentrated Animal Feeding Operation permit.
- Brookings County does not certify any engineering associated with the manure and nutrient management plans prepared by a CAFO applicant.
- All CAFO's are required to comply with applicable state and federal regulations.
- The regulatory agency for compliance with state and federal environmental regulations is the South Dakota Department of Environment and Natural Resources.
- A General Permit is not required at the time of approval for a CAFO by Brookings County; however no CAFO which is required to have one is permitted to be stocked until it has received a General Permit from the South Dakota Department of Environment and Natural Resources.
- All manure spreading within Brookings County requires appropriate separation from property lines, rights-of-way, specific water features, and various different land uses.
- CAFOs of greater than 1,000 animal units should meet minimum requirements of the South Dakota DENR General Permit.

- CAFOs of 500 to 999 animal units should meet minimum standards established by the Natural Resource Conservation Service for CAFO construction, manure and nutrient management.
- CAFOs of greater than 2,000 animal units are encouraged to be situated with access to paved roads or gravel roads maintained by Brookings County.
- New CAFOs of greater than 1,000 animal units are prohibited in the aquifer protection areas.
- CAFOs should be situated with access to roads capable of handling potential traffic volumes associated with the use without increasing the cost of maintaining those roads.
- Drainage patterns unique to Brookings County require a case-by-case consideration of stormwater/pollution control measures.
- CAFO operators may be expected to be financially responsible for road improvements, and maintenance necessitated by traffic from the operation. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.
- CAFO's are expected to generate odor, surface run-off, and to block snow. Appropriate setbacks from residences, municipalities, and other high density uses, as well as rights-of-way, water features and water sources will be assigned.
- Brookings County may consider adopting future regulations based upon scientific bases not considered at the time of adoption of initial regulations.
- If measures can be taken to measurably decrease the odor footprint of the CAFO, setbacks from certain land uses may be decreased.
- Spreading of manure is expected to generate odor and surface run-off. Appropriate setbacks from residences, high density uses, water and drainage features, and water sources will be established and required.
- Residential setback requirements from existing CAFO operations' facilities may be decreased, provided the specific operation has a history of compliance with local, state, and federal requirements; and that the proposed expansion improves stormwater, nutrient, and manure management capabilities of the existing operation; or if written consent is obtained from the specific affected landowner(s).
- Brookings County may require installation of monitoring or test wells at the expense of the applicant to ensure a specific site does not become a significant source of pollution.
- Protect existing CAFOs from encroachment of non-agricultural or residential uses by requiring any new construction within one-quarter mile of an existing CAFO to waive the right to protest any future expansion of the specified CAFO at the existing location.
- Brookings County may establish criteria to increase or decrease required setbacks from residential structures.

Fur farms and kennels

When pets from one or more owners are raised, trained or boarded in a single location for the purposes of generating revenue, Brookings County considers the site a kennel. Fur Farms consist of a farm on which certain animals, such as minks, are raised for their pelts.

Policies:

- Any property where one or more owners raise, train or board dogs, cats or other household pets in a single location for the purposes of generating revenue, is considered a kennel and shall be regulated accordingly.
- Fur farms are responsible for providing scientific determination of animal unit equivalents for the specific species.
- Fur farms are required to follow all regulations for similarly sized CAFOs with particular emphasis on managing manure and dead animals.
- Fur farms are required to identify security measures to be taken which may include lighting, secure entry, fences, surveillance, etc.
- Fur farms and kennels are required to obtain and maintain appropriate USDA certification if necessary.
- Brookings County will review and consider the number of animals proposed to be bred, harbored, housed, boarded, etc. in reference to the minimum separation distance required between fur farms or kennels and certain neighboring uses.
- On-site parking and loading for fur farms and kennels will vary upon the size of the operation and require site specific consideration.
- Brookings County will consider whether a fur farm or kennel is situated with access to a road capable of handling traffic projected to be generated by the fur farm or kennel with, or without, improvements or an agreement relating to maintenance of the specified road.

Sand, gravel and other mineral exploration and extraction, and other related uses.

Sand, gravel and other mineral exploration and extraction refers to the removal of a mineral, typically gravel or other similar materials, from its natural occurrence on affected land. The term includes, but is not limited to, underground and surface mining. Uses commonly associated with mineral extraction and exploration include batch plants (permanent or temporary) and rock crushers.

Policies:

- Applicants for mineral exploration and extraction or other related uses shall submit a detailed site and operation plan which may include the methods by which materials will be removed, how long, whether rock crushing will take place on site, hours of operation of the site, location of piles, equipment, berms or trees for screening (if any), area to be excavated, phasing of excavation, location(s) of ingress/egress, and a schedule/plan for reclamation.
- Brookings County may limit the amount of area allowed to be mined at any given time on a property without being reclaimed.
- Mineral exploration and extraction shall be conducted in accordance with state and federal requirements.
- Land which is mined will be required to be reclaimed to a condition similar to its original state upon cessation of mining activities unless otherwise approved.

- Applicants may be required to post a bond, or some other form of financial assurance, to ensure that plans for reclamation of the area to be mined can be carried out in accordance with the plan approved at the time of permitting.
- Drainage patterns unique to Brookings County require a case-by-case consideration of stormwater/pollution control measures
- Permits for mining and related activities will only be permitted upon assurance that the condition of designated haul roads will not deteriorate due to traffic generated by the use.
- Applicants for mining or related activities are expected to take financial responsibility for road improvements and maintenance necessitated by traffic from the mining or related activities. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.
- Gravel pits are expected to generate noise uncharacteristic of agricultural uses. Measures may be taken to minimize potential conflicts with neighboring properties. Any conditions including, but not limited to, buffering, screening, limiting the hours of operation, and limiting the types of activities allowed may be utilized to meet this policy.
- Applicants may be required to provide a plan for managing dust originating from the site or upon designated haul roads.
- To ensure against loss of property, ensure public safety, and ensure appropriate slopes upon reclamation, appropriate extraction setbacks will be imposed.
- Operators of mineral exploration and extraction sites are expected to maintain a site without noxious weeds, junk, or rubble.

Telecommunications facilities

Telecommunications facilities refer to any cables, wires, lines, wave guides, antennas, and any other equipment or facilities associated with the transmission or reception of communications which a Person seeks to locate, or has installed, upon or near a Tower or Antenna Support Structure.

Policies

- Appropriate setbacks will be determined to protect residential areas and other land uses from potential adverse impact of Towers and Telecommunications Facilities.
- Appropriate measures will be taken to minimize adverse visual impact of Towers and Telecommunications Facilities through careful design, siting, landscaping, and innovative camouflaging techniques.
- Brookings County encourages the shared use/collocation of Towers and Antenna Support Structures as a primary option rather than construction of additional single-use Towers.
- Brookings County promotes and encourages utilization of technological designs that will either eliminate or reduce the need for erection of new Tower structures to support antenna and Telecommunications Facilities.
- Brookings County requires appropriate construction methods, setbacks, and planning for the maintenance, repair, and decommissioning of towers to avoid potential damage to property caused by Towers and Telecommunications Facilities by ensuring such structures are soundly and carefully designed, constructed, modified, maintained, and removed, when no longer used or are determined to be structurally unsound.

- All such towers are required to meet the regulations for such towers imposed by all state and federal entities, including, but not limited to, the Federal Communications Commission, the Federal Aviation Administration, United States Fish and Wildlife Service, and South Dakota Department of Transportation.

Wind Energy Systems

A commonly owned and/or managed integrated system that converts wind movement into electricity. All of the following are encompassed in this definition of system: tower or multiple towers, generator(s), blades, power collection systems, electric interconnection systems, and accessory uses such as operation and maintenance structures.

Policies

- Appropriate setbacks will be determined to protect adjacent properties, roadways and residences from potential noise, destruction, or other potential adverse impacts of towers.
- Applicants shall provide documentation of approval from all applicable state and federal entities.
- Maximum noise levels shall be established for wind energy systems.
- Applicants shall implement a plan that minimizes erosion, compaction and site disturbance.
- Applicants shall implement a plan that accounts for the protection of livestock and the replacement of fences which are destroyed in the course of construction.
- Applicants for wind energy systems are expected to take financial responsibility for road improvements and maintenance necessitated by traffic and site disturbance associated with the construction or operation of the wind energy system. Any conditions including, but not limited to, bonds, insurance, haul road agreements, maintenance agreements, private roads, and dust control measures may be utilized to meet this policy.
- Wind towers shall be lighted in accordance with Federal Aviation Administration requirements.
- Wind energy systems shall not cause electromagnetic interference contrary to Federal Communications Commission regulations or other law.
- Appropriate minimum spacing shall be established for wind turbines.
- Regulations shall be adopted regarding the placement of collector and feeder lines.
- Applicants shall provide plans for the decommissioning of the wind energy system which will include plans for site restoration and abandoned turbines.
- Minimum ground clearance shall be established for blade height.
- Maximum noise levels to be heard at the property line of the site with a wind tower.
- Wind Energy Systems shall meet all applicable state and federal regulations regarding wind energy systems, energy generation, and energy transmission.
- Applicants shall demonstrate that stormwater run-off, upon final construction and grading, shall not exceed pre-construction stormwater run-off volumes and/or negatively affect adjacent landowners.

APPENDIX C
LAND USE LOCATION AND DESIGN CRITERIA
BY GENERAL LAND USE TYPE IN THE AREAS OF DEVELOPMENT TRANSITION

The following general policies have been established by the Brookings County Planning Commission and should be considered for all specified land uses in a given use category.

GENERAL POLICIES FOR RESIDENTIAL USES

- Protect agricultural land uses from encroachment of non-farm residential development; and
- Discourage land splits which erode the integrity of agricultural use areas.
- Require Right-to-Farm Covenant and minimum setbacks from existing concentrated animal feeding operations.
- Discourage strip or linear development proposals along a road or highway.
- Prevent unreasonable expansion of township provided road maintenance by requiring private other manner of construction and maintenance of roads serving rural residential developments.
- Require compliance with South Dakota Department of Natural Resource requirements for sanitary sewer provision.

GENERAL COMMERCIAL/INDUSTRIAL POLICIES

- Protect agricultural land uses from encroachment of commercial/industrial development
- Environmental impacts of certain uses shall be considered when situated in designated aquifer protection areas or floodplains to consider effects of runoff and application or disposal of waste.
- Federal and State requirements or permits shall be obtained and adhered to.
- Consideration should be made regarding the capability of roads serving the site to handle traffic generated by the proposed use. Brookings County may require written assurances for maintenance of such roads which may include identification of financial obligations in reference thereto.
- Uses which may be accommodated within municipal city limits are encouraged to be located in city limits.
- Light generated from the site of a commercial use should not cause a nuisance, or unreasonable distraction to adjacent property or right-of-way. Downward-directed lights and other measures to reduce light pollution are encouraged.
- Proposed development adjacent to municipal boundaries is encouraged to be annexed by the municipality prior to development.
- Certain retail sales may be allowed within appropriately zoned areas.

GENERAL INTENSIVE RURAL USE POLICIES

- Environmental impacts of certain uses shall be considered when situated in designated aquifer protection areas or floodplains to consider effects of runoff and application or disposal of waste.
- Adequate separation from residences, churches, institutional uses, municipalities and parks should be identified.
- Discourage the construction of Class A and B concentrated animal feeding operations in the floodplain, or over shallow aquifers.
- Operators should comply with requirements for land application of animal wastes and for odor minimization.
- Construction and land application to prevent runoff of animal wastes is required.
- Federal and State requirements or permits shall be obtained and adhered to.
- Consideration should be made regarding the capability of roads serving the site to handle traffic generated by the proposed use. Brookings County may require written assurances for maintenance of such roads which may include identification of financial obligations in reference thereto.

APPENDIX D
LAND USE LOCATION AND DESIGN CRITERIA
BY SPECIFIC LAND USE IN THE AREAS OF DEVELOPMENT TRANSITION

In the Area of Development Transition, owing to certain special characteristics attendant to their operation, the following uses have been identified to require case-by-case review and specific location and design criteria in order to minimize land use conflicts with permitted uses in the Area of Development Transition. If allowed in other areas identified in this plan, these uses may require consideration of additional policies not generally applicable in the Area of Development Transition. Specific Land use policies have been established for specific land uses under three different general categories in the Area of Development Transition:

1. General Residential Policies
2. General Commercial/Industrial Policies
3. General Intensive Rural Use Policies

POLICIES FOR SPECIFIC RESIDENTIAL USES IN AREAS OF DEVELOPMENT TRANSITION

The following specific location and design policies have been established by the Brookings County Planning Commission and should be considered when siting specified projects in the rural area of the county.

Location and design policies in the Areas of Development Transition include those design policies established for the Rural Development Area for the following uses:

- ☐ **Group homes**
- ☐ **Accessory agricultural housing**
- ☐ **Religious farming communities**

GENERAL POLICIES FOR SPECIFIC COMMERCIAL/INDUSTRIAL USES IN AREAS OF DEVELOPMENT TRANSITION

The following specific location and design criteria have been established by the Brookings County Planning Commission and should be considered when siting commercial, industrial, and public/quasi-public projects in the rural area of the county.

Location and design policies in the Areas of Development Transition include those design policies established for the Rural Development Area for the following uses:

- ☐ **Home extended business**
- ☐ **Commercial stables and livestock sale barns**
- ☐ **Fireworks sales and storage**
- ☐ **Bed and Breakfast**
- ☐ **Game lodges**
- ☐ **Aviation Facilities**
- ☐ **Religious Institutions and associated uses.**
- ☐ **Recreational uses**
- ☐ **Contractor Shops and Yards**
- ☐ **Sanitary landfills and domestic sanitary sewer facilities.**
- ☐ **Veterinary offices and animal hospitals**

- ❑ **Commercial public entertainment enterprises not normally accommodated in commercial areas (Entertainment enterprises)**
- ❑ **Junk or Salvage yards**
- ❑ **Signs**

Other Retail sales in the Area of Development Transition.

Any primarily retail oriented business is encouraged to be located within municipalities. Retail sales in the rural areas of Brookings County may conflict with agricultural uses; however certain retail sales may be compatible in areas near municipal boundaries.

Policies:

- The sale of site-produced agricultural products is encouraged in appropriately zoned areas.
- The retail sale, storage, service and wholesale distribution of products not consisting of site-produced agricultural products may include food, implements, seed, fertilizer, pesticide, herbicide, petroleum products, recreational, and convenience items
- Applications for commercial sale, storage, service or warehousing businesses may be required to include a detailed plan for the operation of the business, and a detailed site plan including, but not limited to, details regarding customer and employee parking areas, lighting, landscaping, utility provision, and display of merchandise for sale or being stored.
- Commercial sale, storage, service or warehousing businesses must be situated with access to a paved road, or Board of Adjustment approved privately maintained road.
- On-site parking and loading will vary upon the size of the operation and may require site specific consideration.
- Applicants shall demonstrate that stormwater run-off, upon final construction and grading shall not exceed pre-construction stormwater run-off volumes and/or negatively affect adjacent landowners.

Truck terminals and freight warehouses

Truck terminals and freight warehouses include structures and land areas where freight is transferred, unloaded, or stored before ultimately being shipped to be processed or sold.

Policies:

- Truck terminals and freight warehouses may be required to include detailed site and operation plans to describe the nature of the business or materials to be stored, number and type of equipment, hours of operation, potential traffic generated, means of securing the site, and other information which may be requested.
- Truck terminals and freight warehouses may be required to provide buffering and screening to limit potential land use conflicts.
- Junk and personal items shall not be stored at truck terminals and freight warehouses
- On-site parking and loading will vary upon the size of the operation and require site specific consideration
- Truck terminals and freight warehouses shall be situated with access to a paved road or Board of Adjustment approved privately maintained road.
- Any use or storage of any petroleum based products shall comply with Brookings County Aquifer Protection regulations and all other applicable regulatory agencies.

Highway and street maintenance shops

Policies:

- Highway and street maintenance shops may be required to provide buffering and screening to limit potential land use conflicts.
- Junk and personal items shall not be stored at highway and street maintenance shops.
- On-site parking and loading will vary upon the size of the operation and require site specific consideration.
- Highway and street maintenance shops shall be situated with access to a paved road or Board of Adjustment approved privately maintained road.
- Any use or storage of any petroleum based products shall comply with Brookings County Aquifer Protection regulations and all other applicable regulatory agencies.

Welding, machine shops, and other manufacturing

Policies:

- Manufacturing, welding, and machine shops may be required to include detailed site and operation plans to describe the nature of the business or materials to be repaired, serviced or manufactured, number and type of equipment utilized for shipping of materials and finished product, hours of operation, potential traffic generated, means of securing the site, plans for storage of items for sale or waiting to be shipped or returned to customers, and other information which may be requested.
- Manufacturing, welding, and machine shops may be required to provide buffering and screening to limit potential land use conflicts.
- Junk and personal items shall not be stored at manufacturing, welding, and machine shops.
- On-site parking and loading will vary upon the size of the operation and require site specific consideration.
- Manufacturing, welding, and machine shops shall be situated with access to a paved road or Board of Adjustment approved privately maintained road.
- Any use or storage of any petroleum based products shall comply with Brookings County Aquifer Protection regulations and all other applicable regulatory agencies.

GENERAL CRITERIA FOR OTHER SPECIFIC USES IN AREAS OF DEVELOPMENT TRANSITION

The following specific location and design policies have been established by the Brookings County Planning Commission and should be considered when siting specified agricultural and other projects in the rural area of the county.

Location and design policies in the Areas of Development Transition include those design policies established for the Rural Development Area for the following uses:

- ☐ **Class D or E Concentrated Animal Feeding Operations**
- ☐ **Fur farms and kennels**
- ☐ **Sand, gravel and other mineral exploration and extraction, and other related uses.**
- ☐ **Telecommunications facilities**
- ☐ **Wind Energy Systems**

**APPENDIX E
LAND COVER/LAND USE MAPS
BY TOWNSHIP**

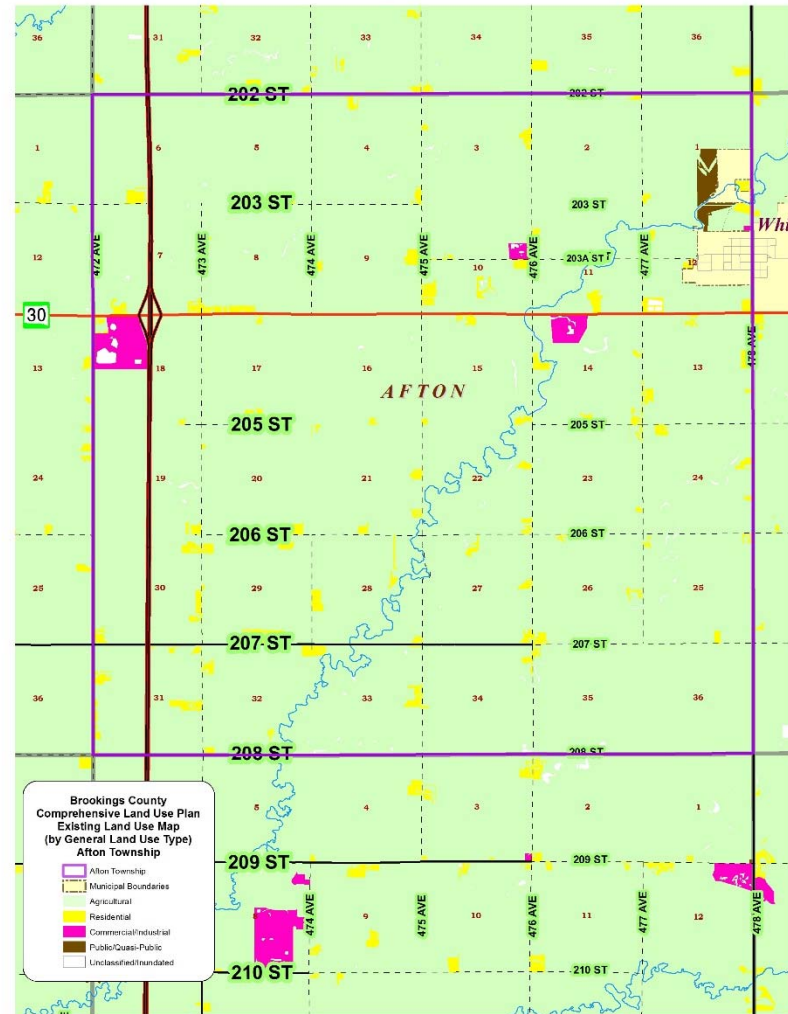
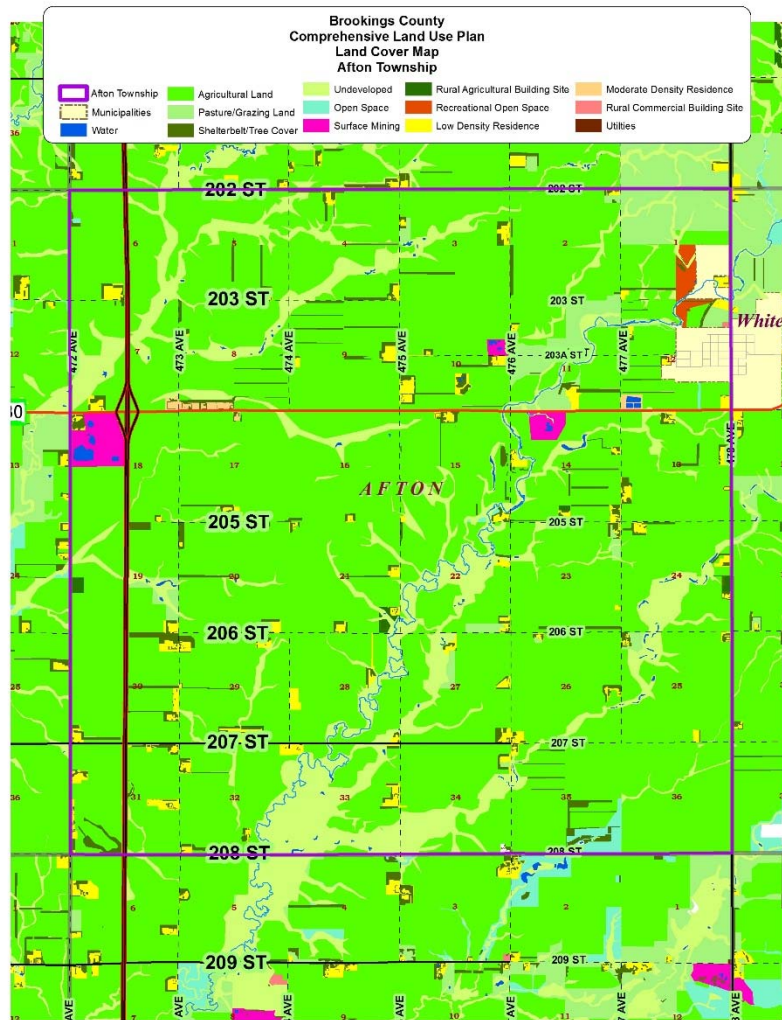
<u>Existing Land Use (Specific Type)**</u>	<u>Area (in acres)</u>	<u>Percent of Classified Area*</u>	<u>Existing Land Use (General Type)***</u>
Agricultural Land	323,318.67	66.78%	Agricultural
Pasture/Grazing	44,227.29	9.13%	Agricultural
Shelterbelt/Tree Cover	14,347.95	2.96%	Agricultural
Undeveloped	78,849.13	16.29%	Agricultural
Open Space	7,506.22	1.55%	Agricultural
Surface Mining	960.31	0.20%	Commercial/Industrial
Rural Agricultural Building Site	756.21	0.16%	Agricultural
Recreational Open Space	375.27	0.08%	Public/Quasi-Public
Low Density Residence	11,526.53	2.38%	Residential
Moderate Density Residence	1,300.31	0.27%	Residential
Rural Commercial Building Site	817.14	0.17%	Commercial/Industrial
Utilities	195.13	0.04%	Public/Quasi-Public
Unclassified/Inundated			Unclassified/Inundated
Municipalities			Municipalities

*Percent of classified area does not include unclassified/inundated areas, nor municipalities.

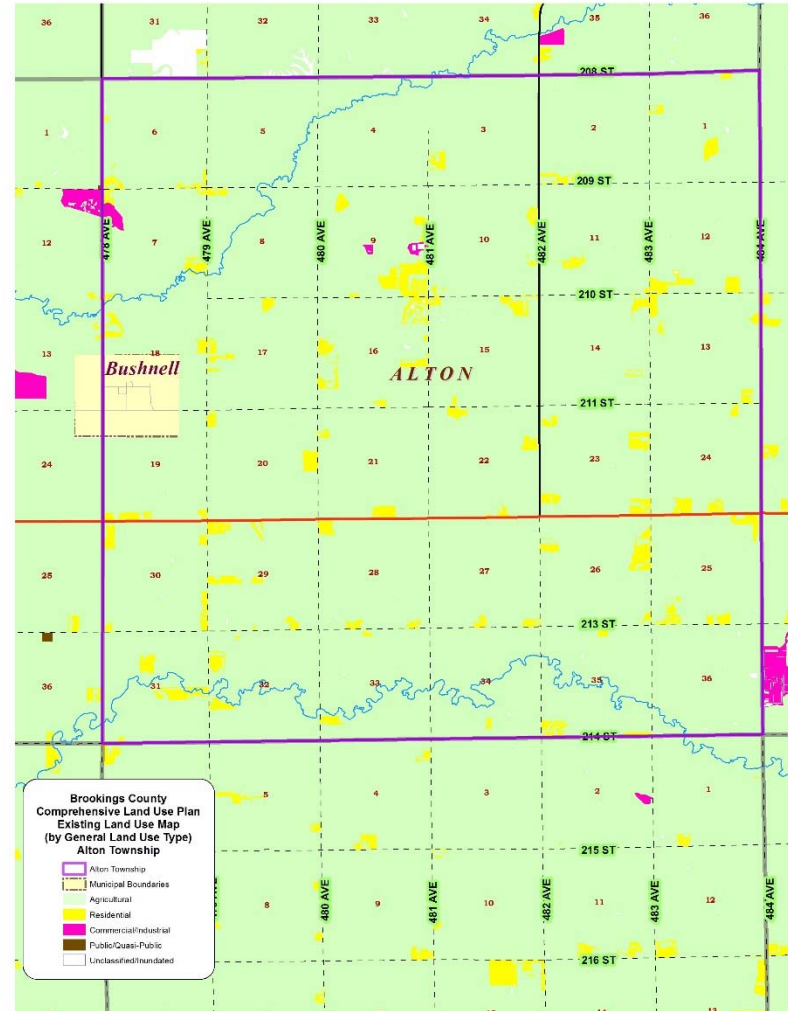
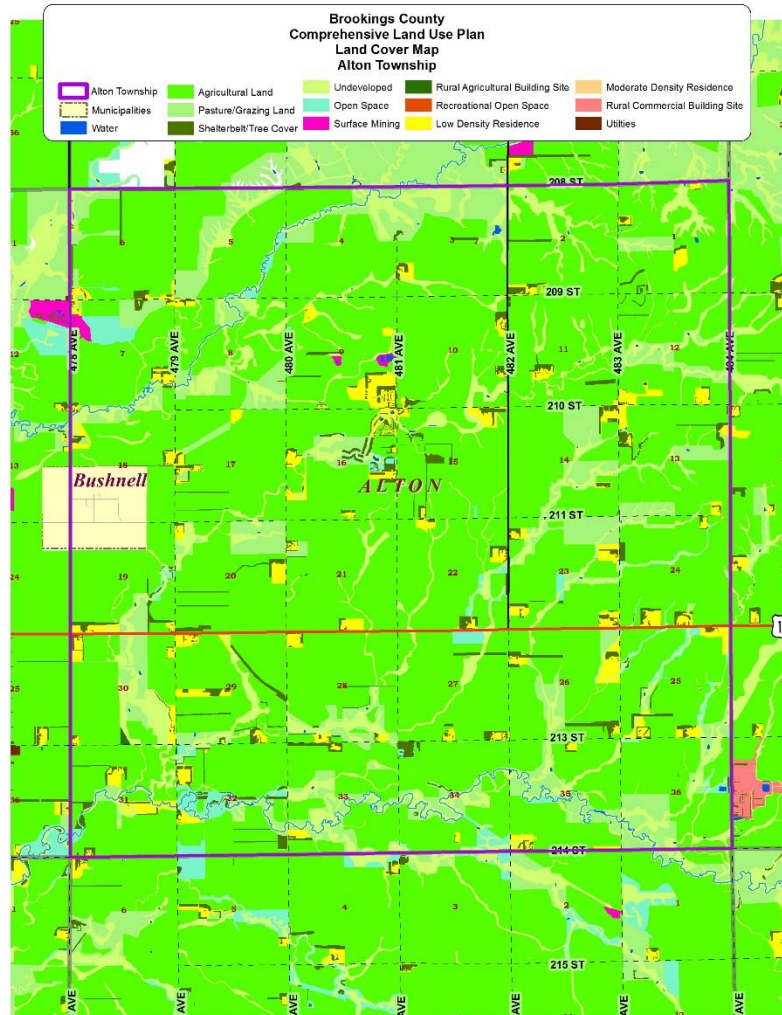
**Land cover as identified and classified by Brookings County Staff as of March 4, 2015.

***General land use classification based upon land cover maps.

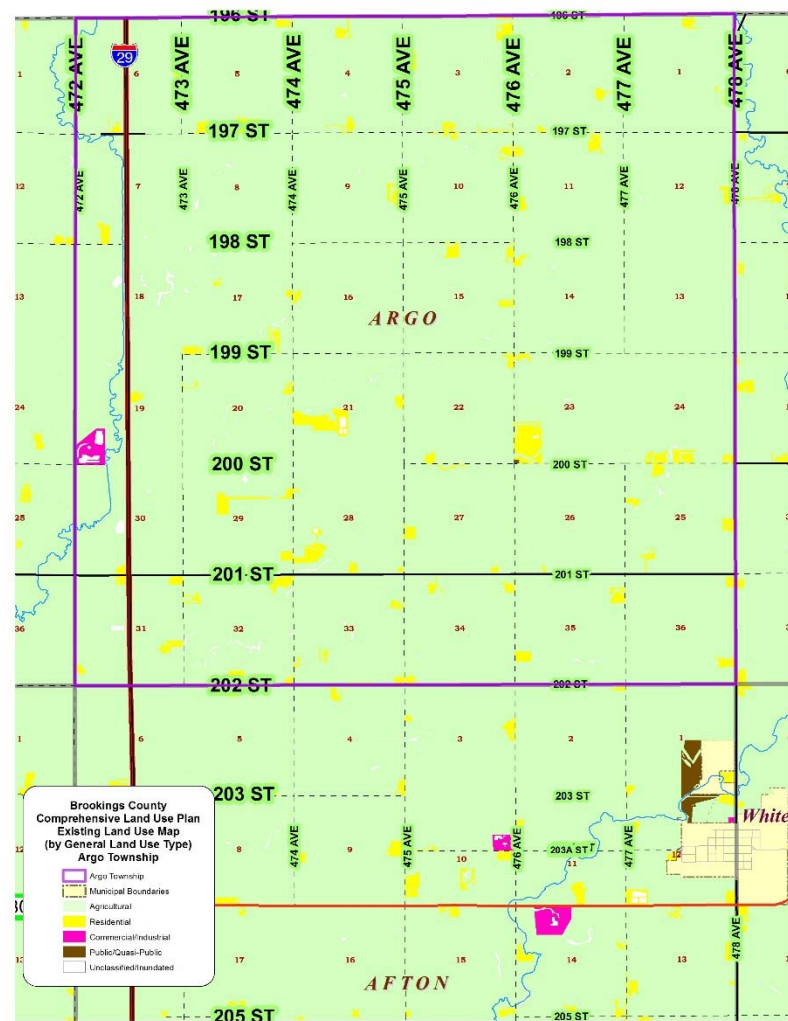
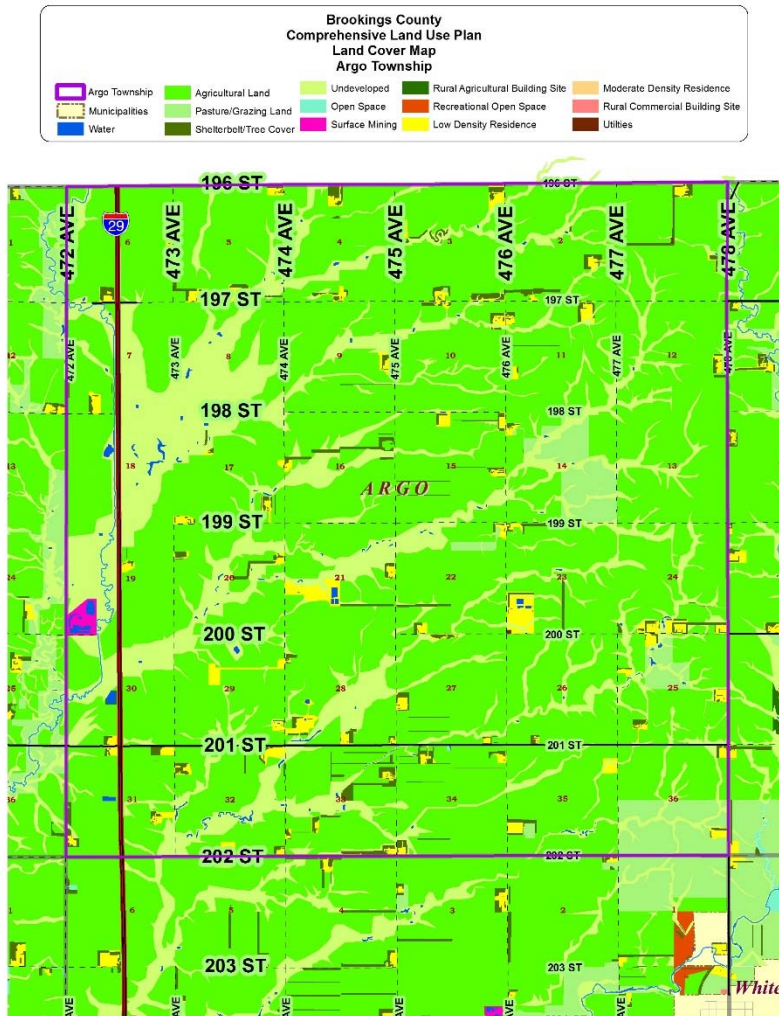
AFTON TOWNSHIP



ALTON TOWNSHIP

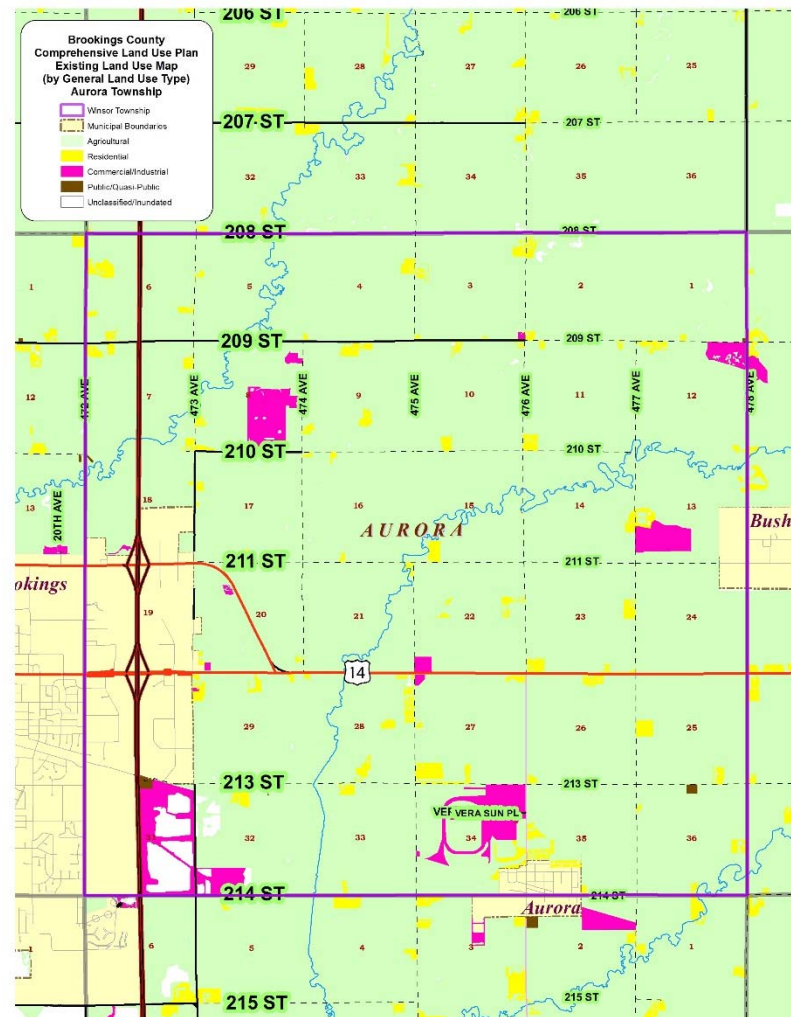
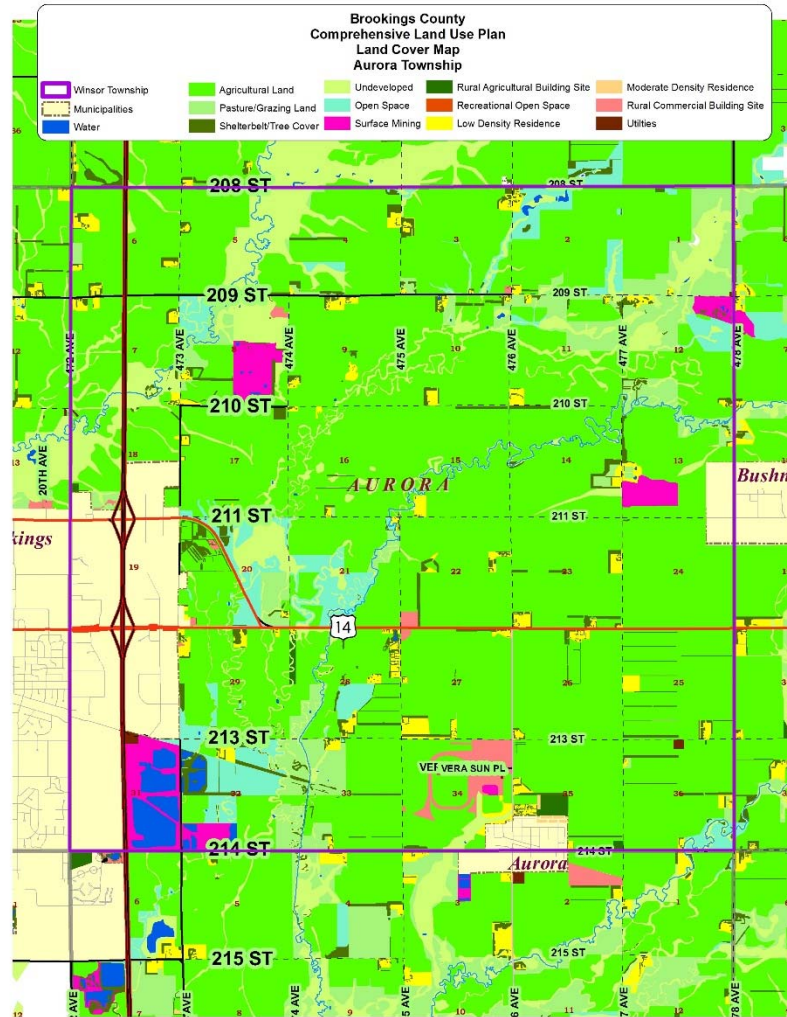


ARGO TOWNSHIP



AURORA TOWNSHIP

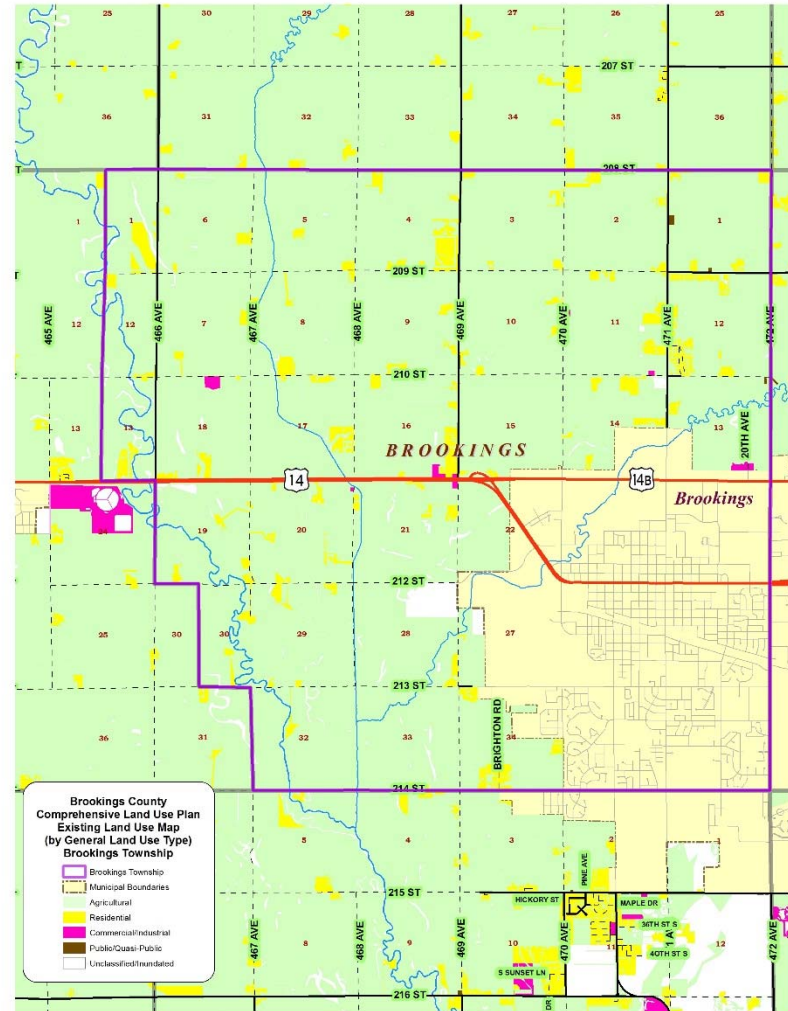
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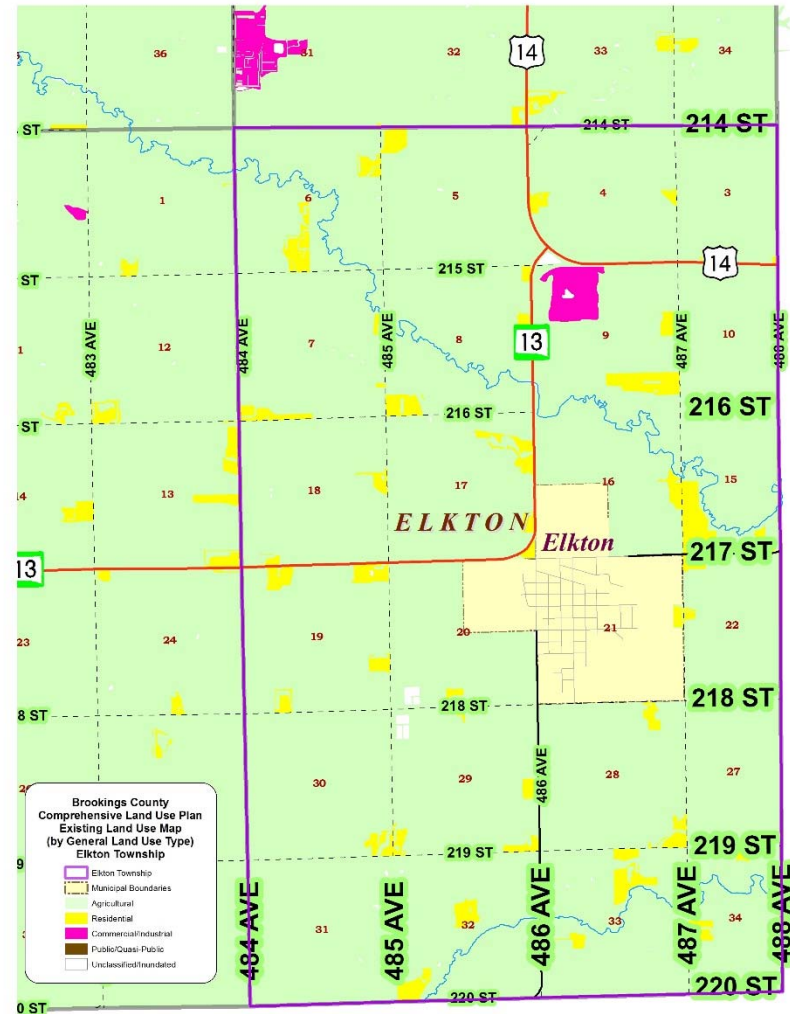
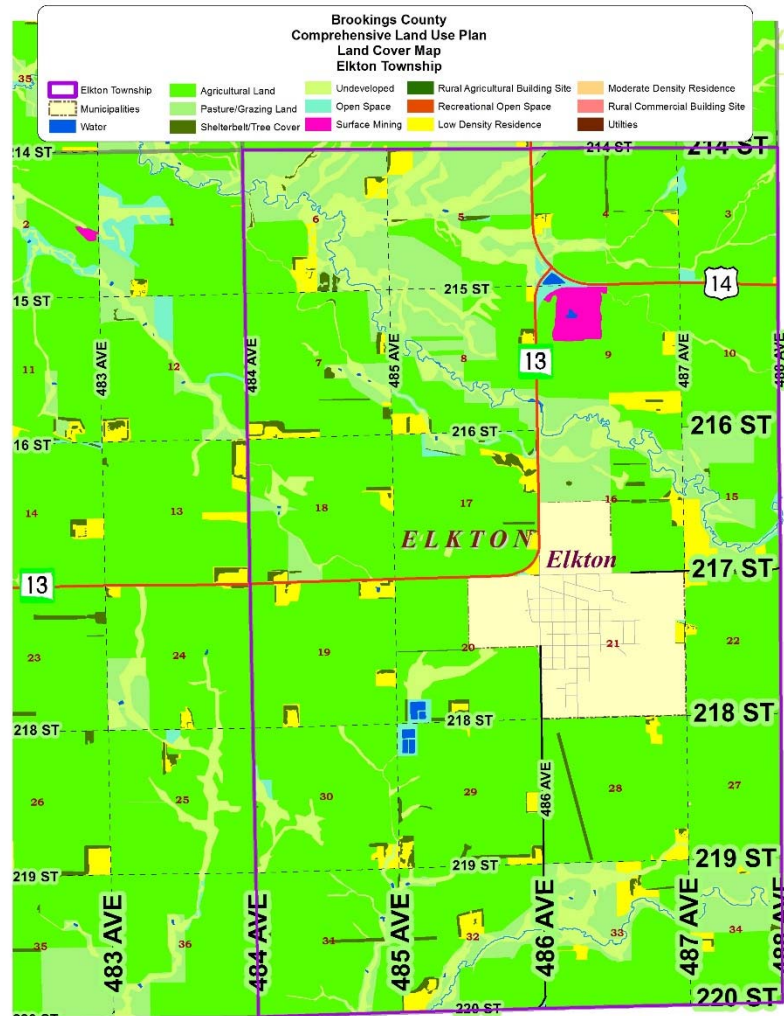
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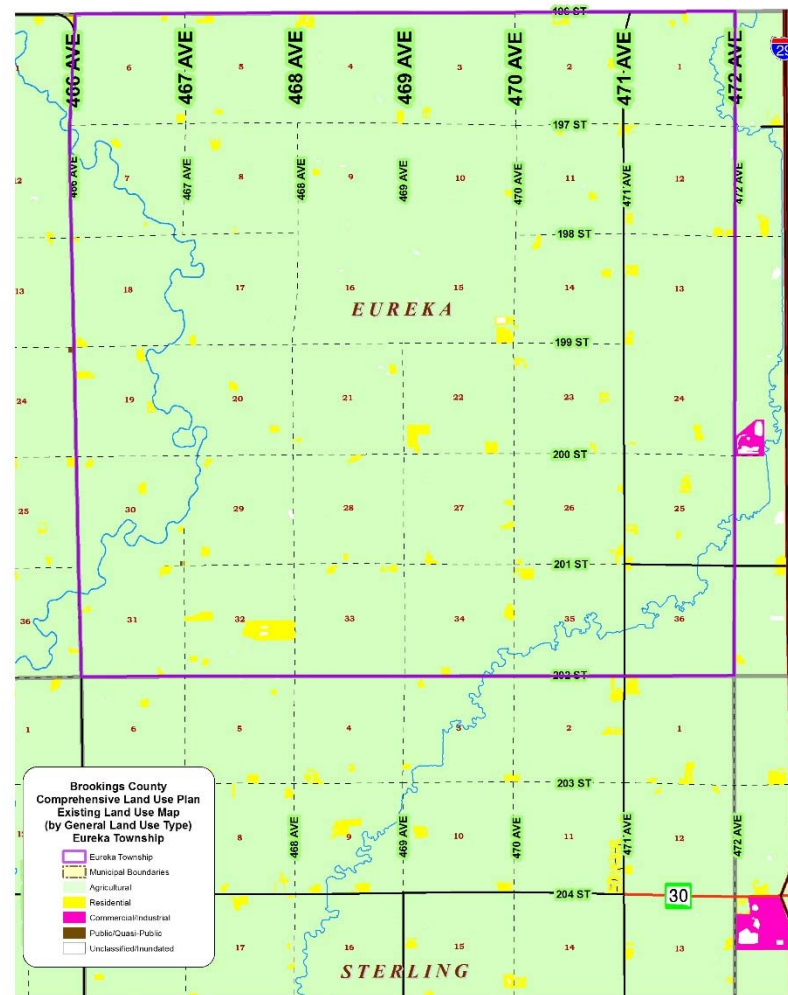
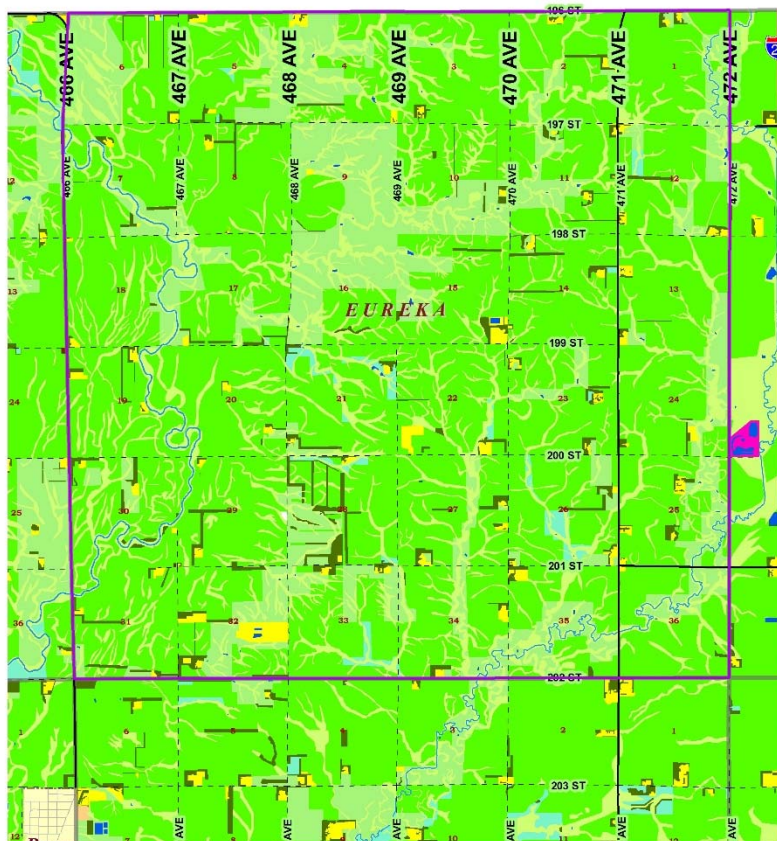
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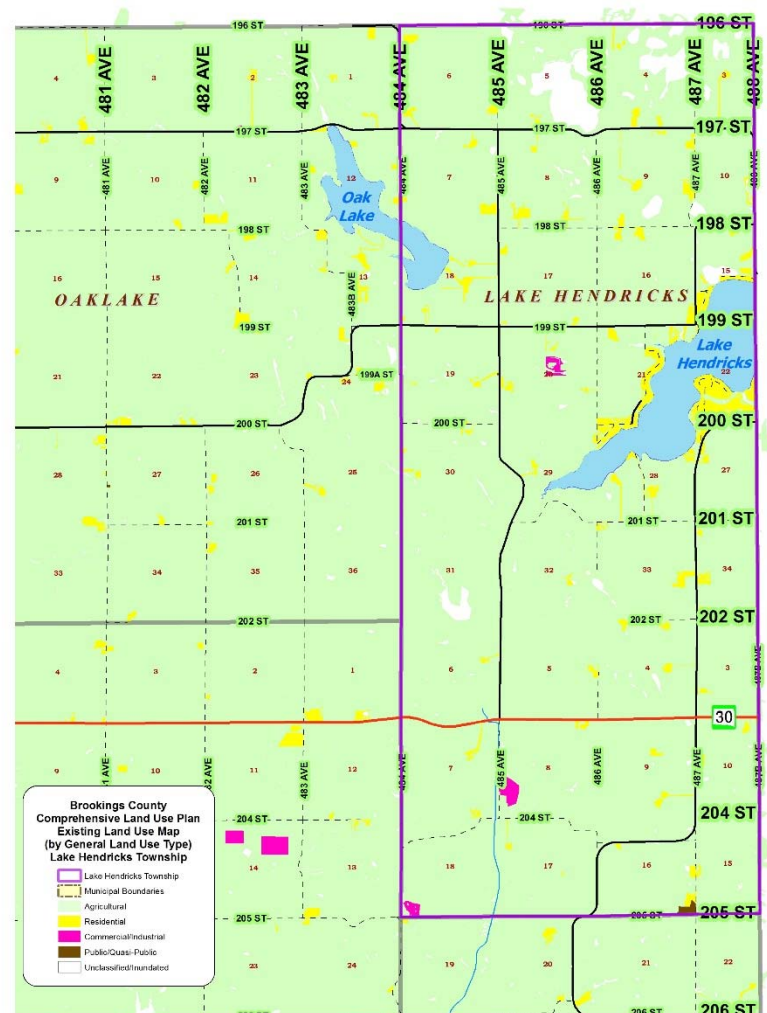
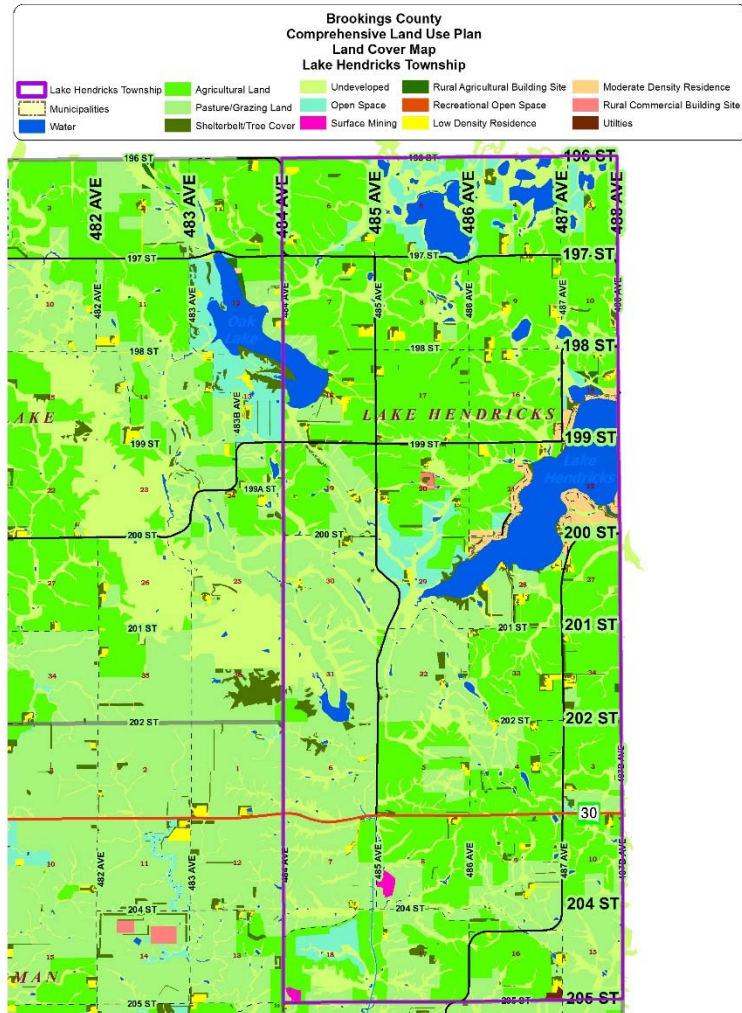
ELKTON TOWNSHIP



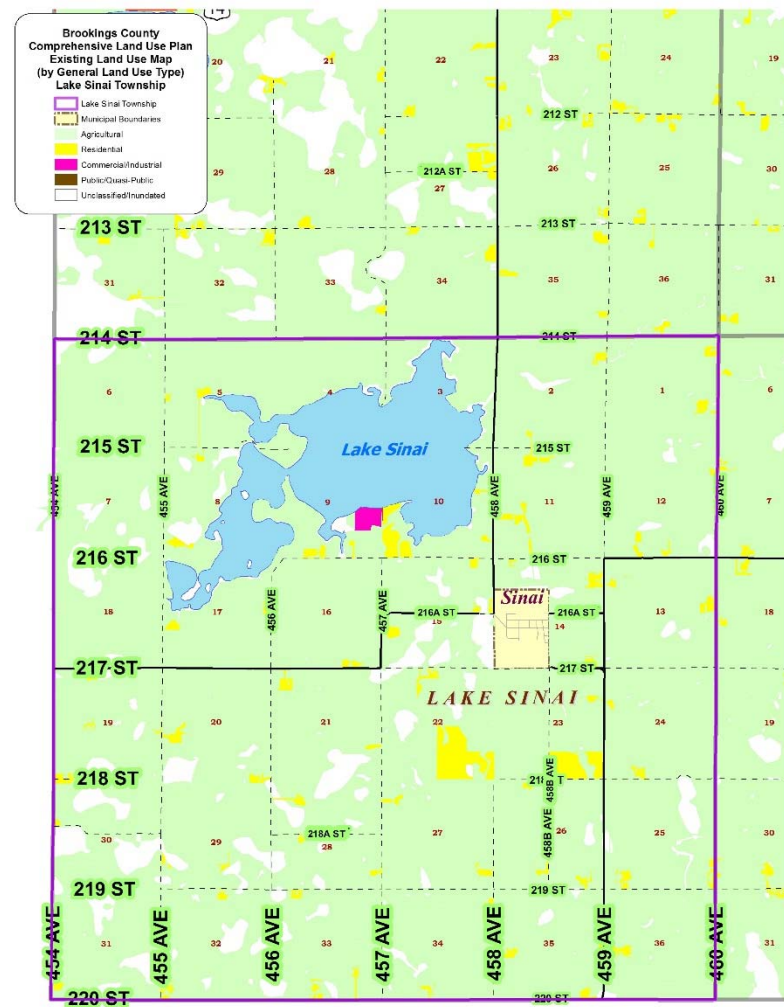
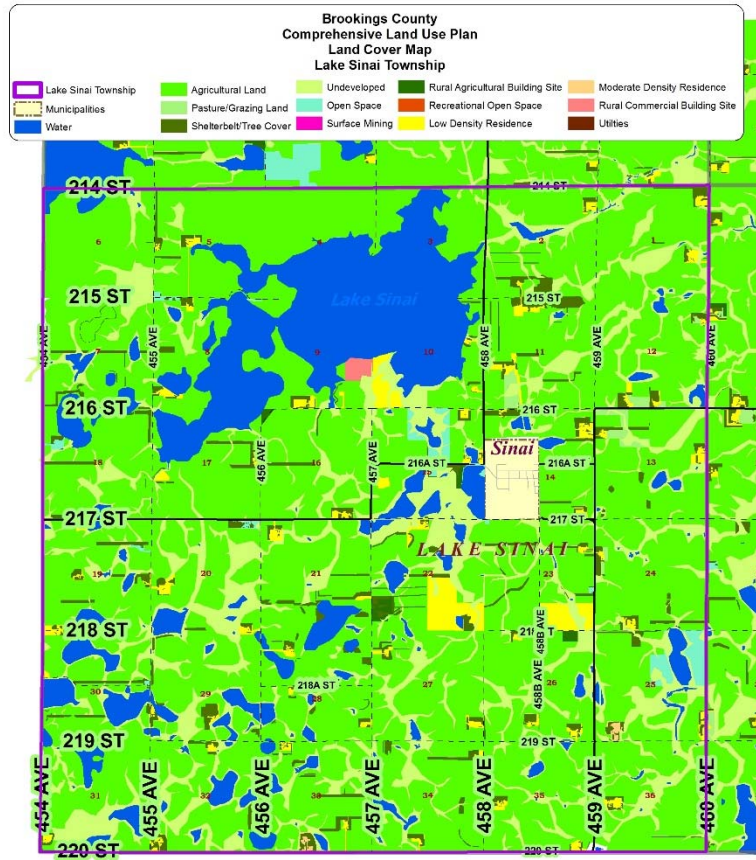
EUREKA TOWNSHIP



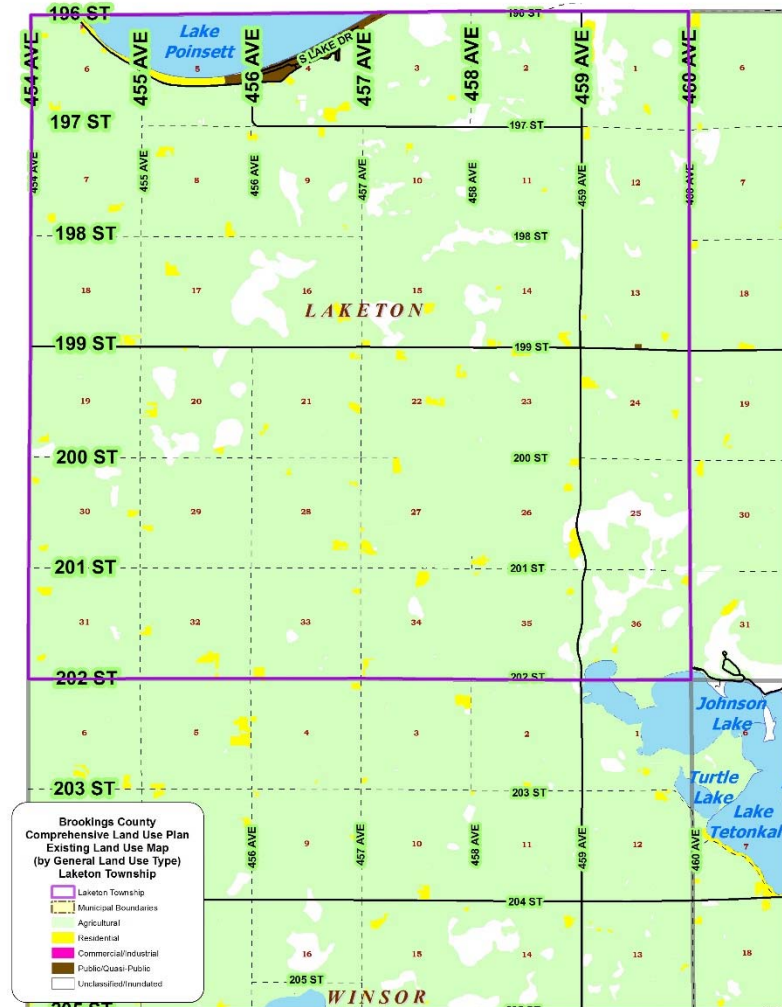
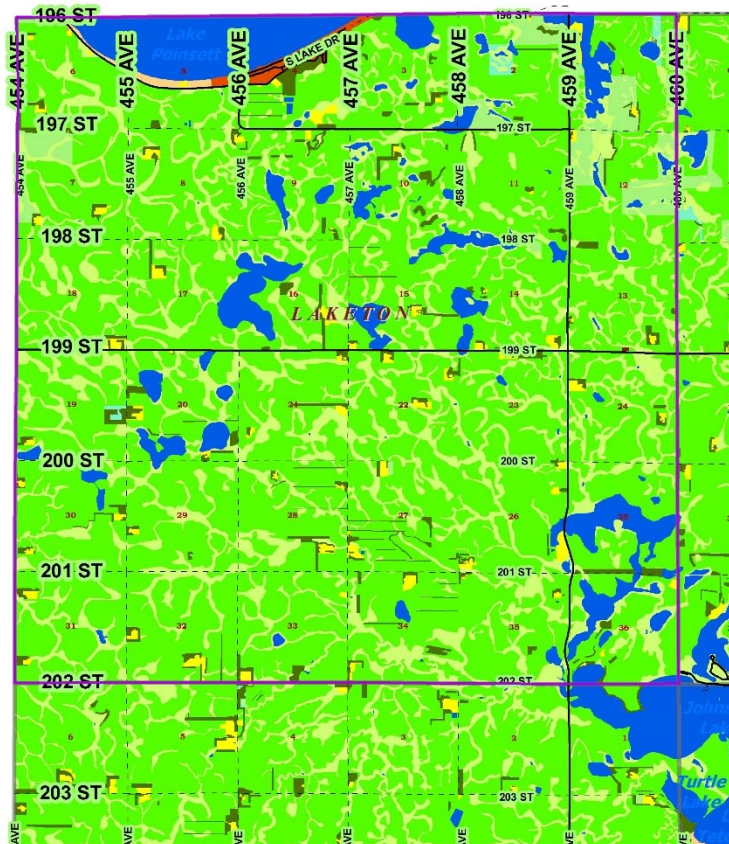
LAKE HENDRICKS TOWNSHIP



LAKE SINAI TOWNSHIP



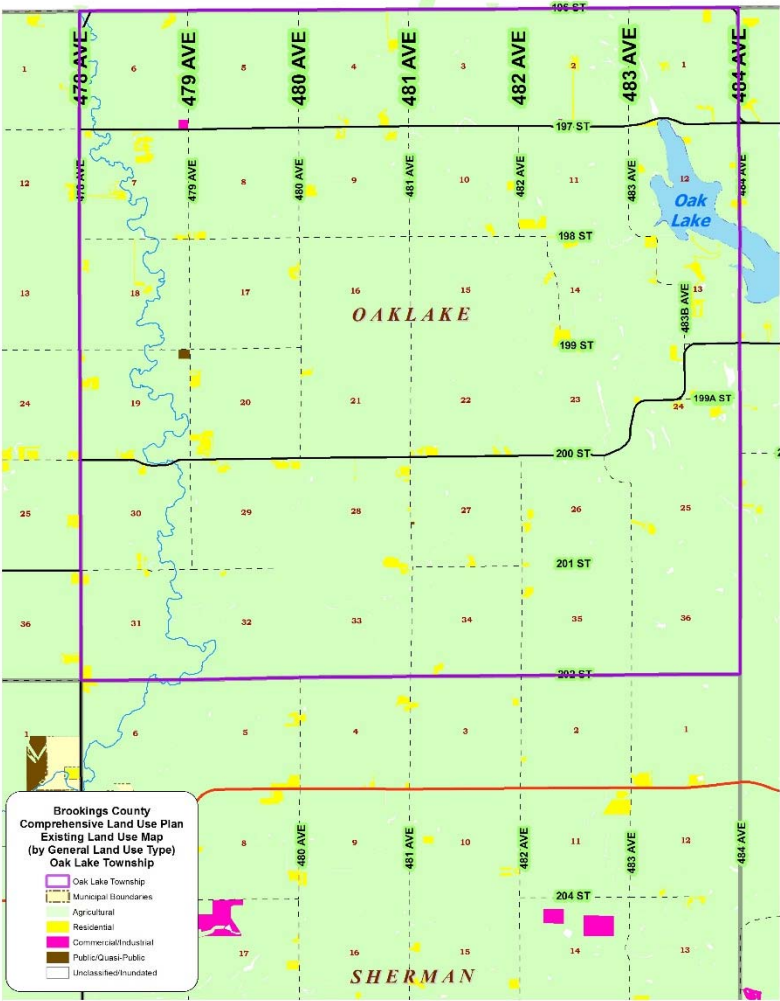
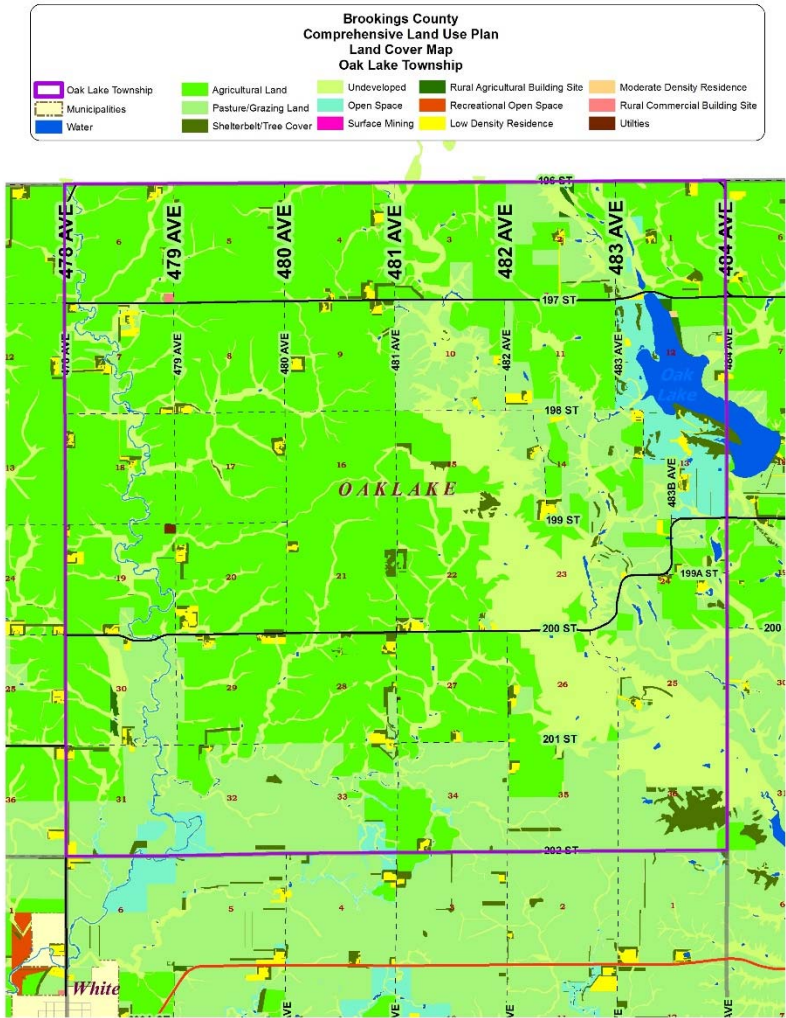
LAKETON TOWNSHIP



16

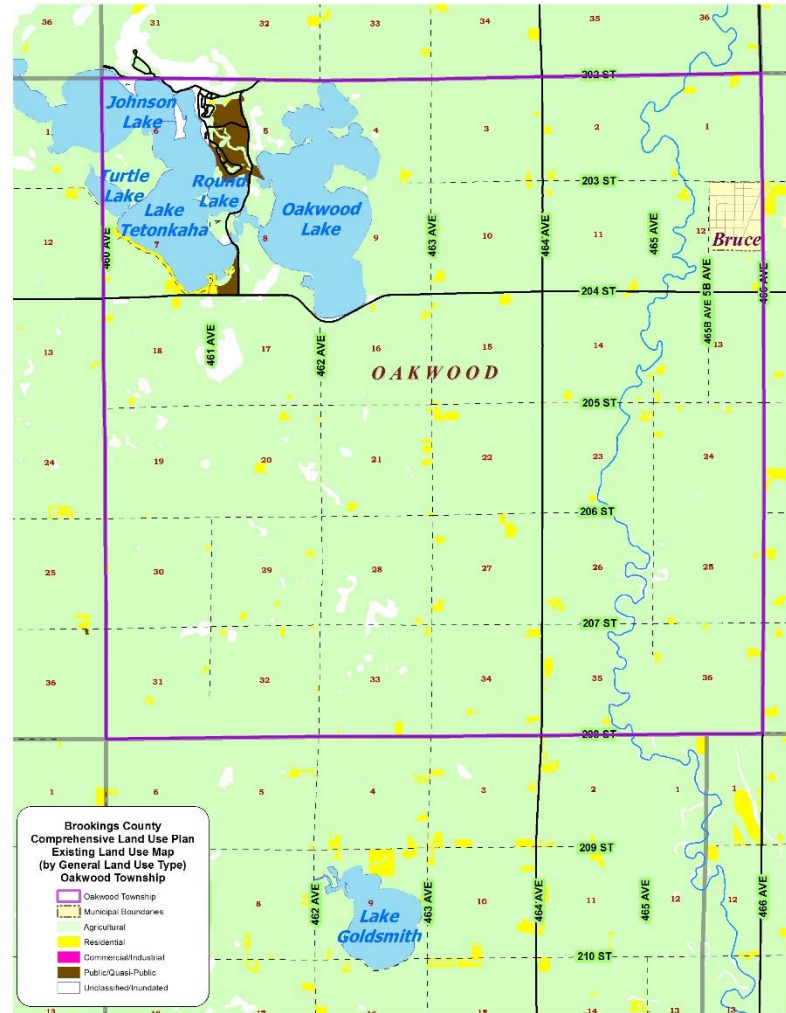
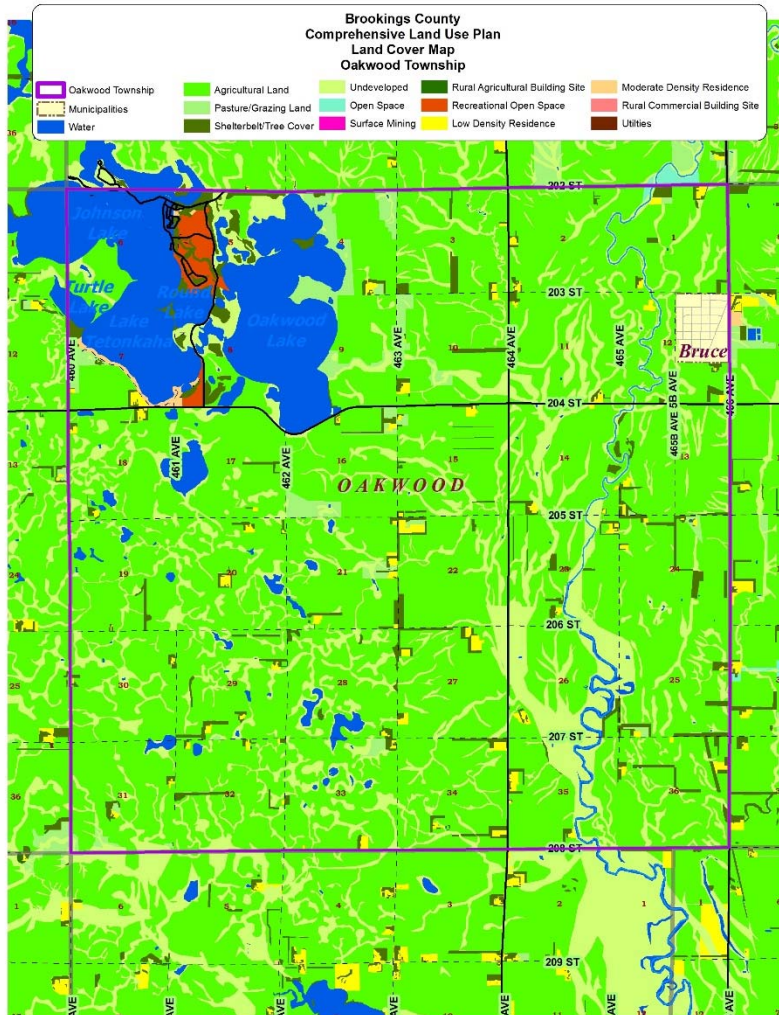


OAK LAKE TOWNSHIP

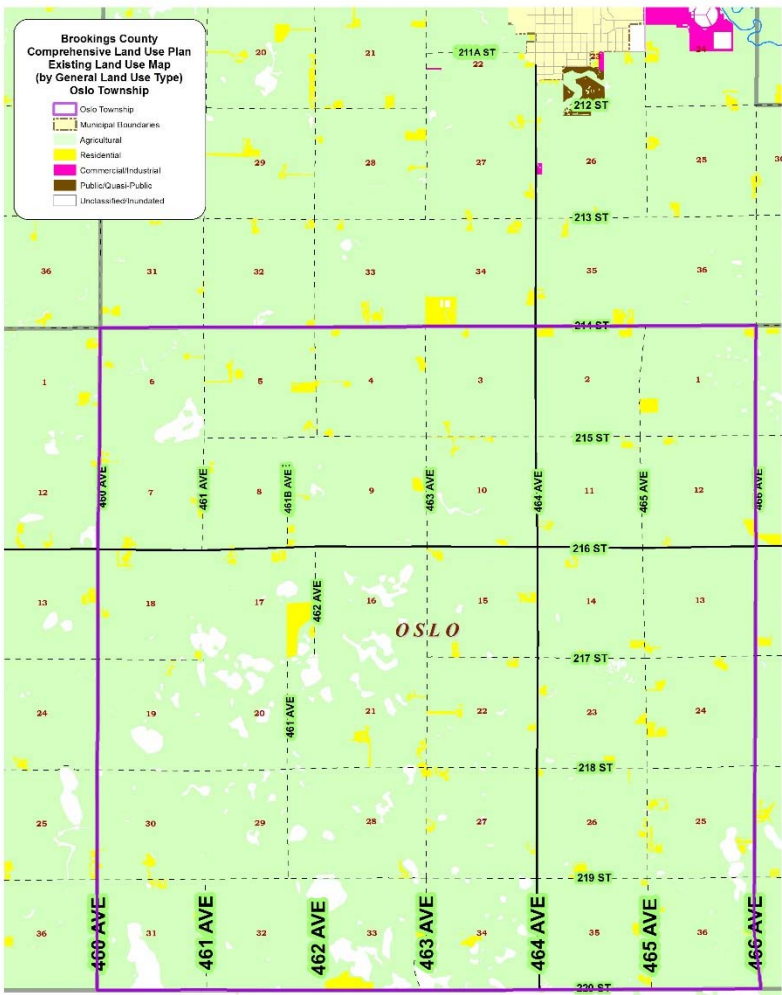
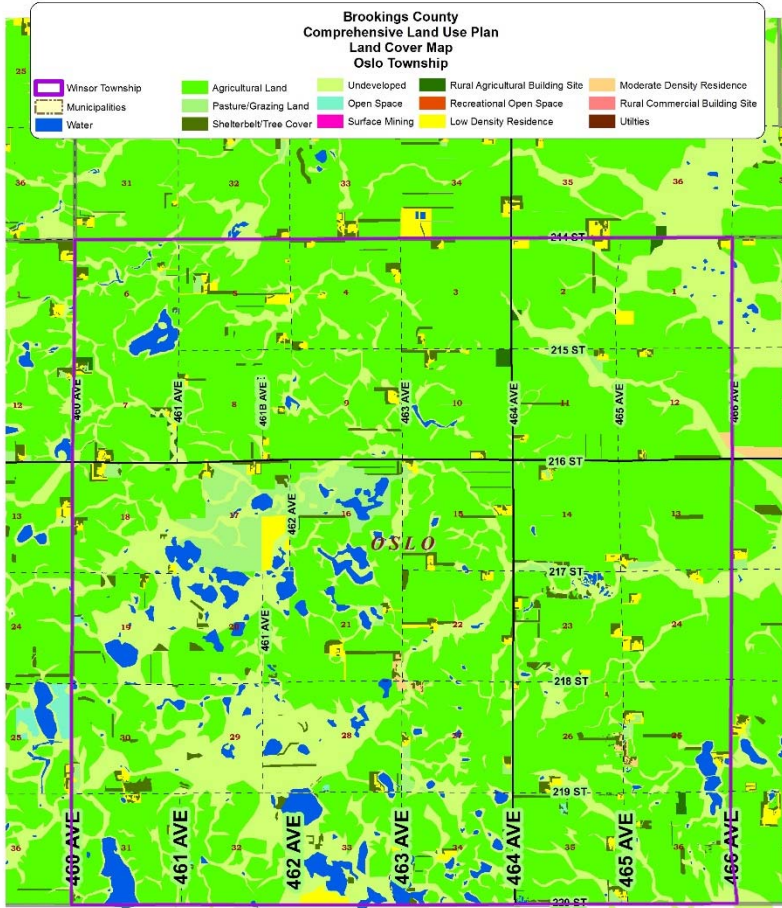


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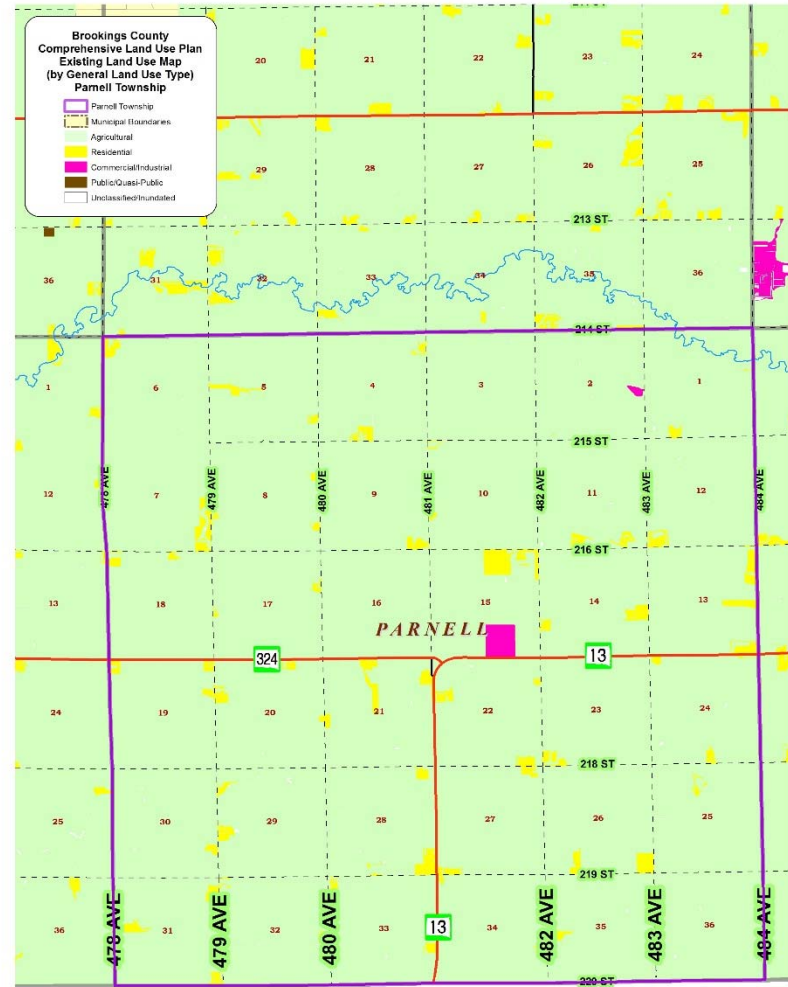
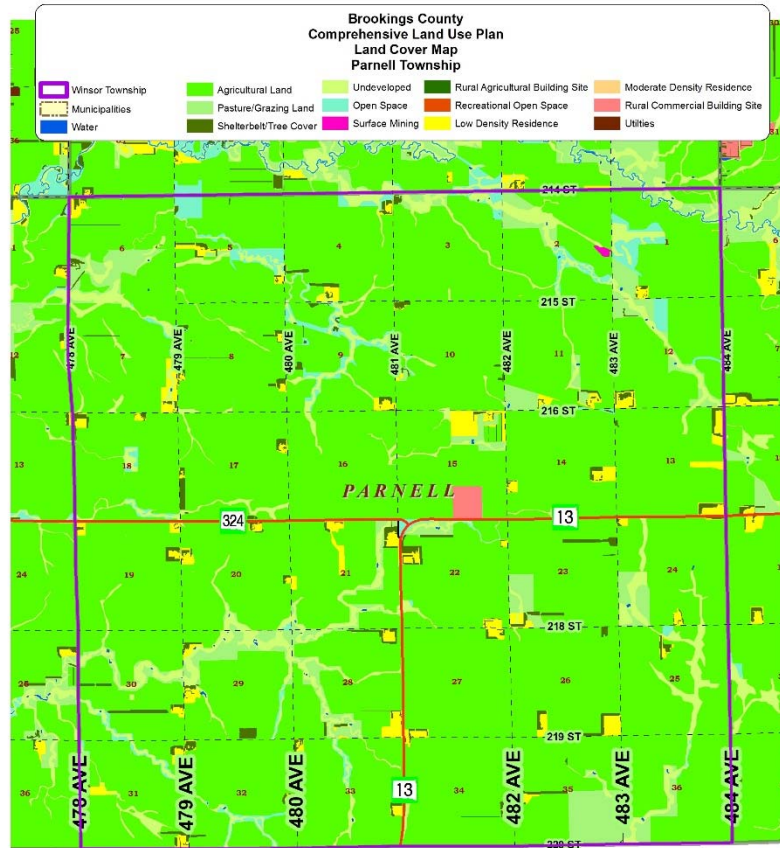
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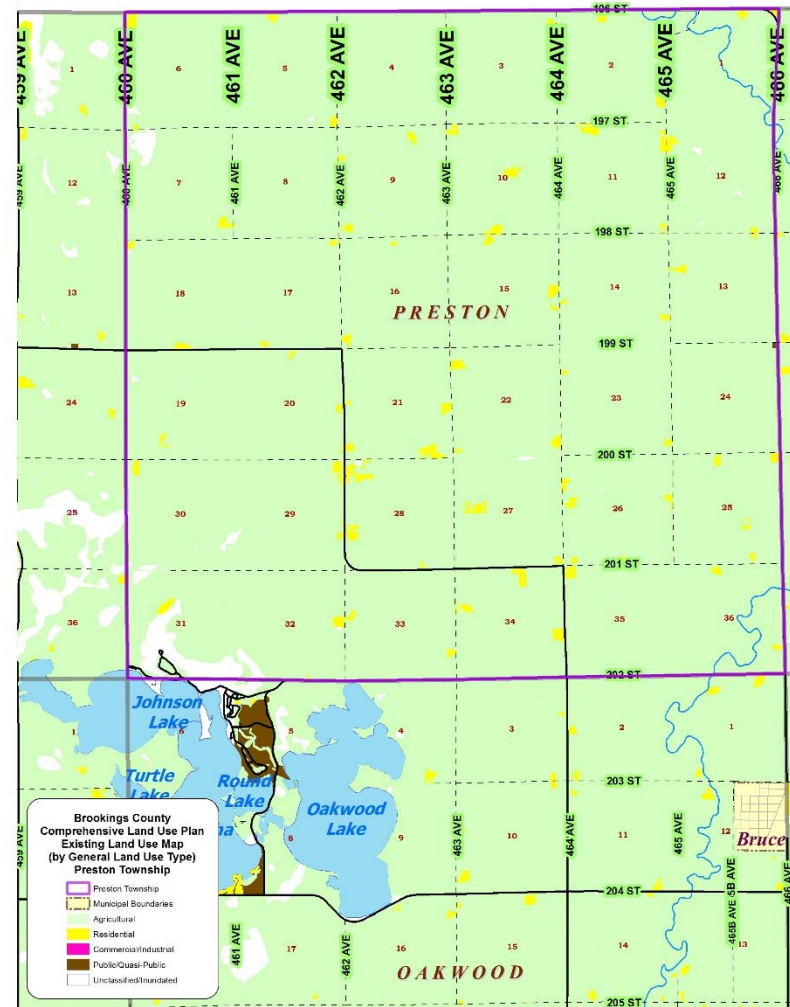
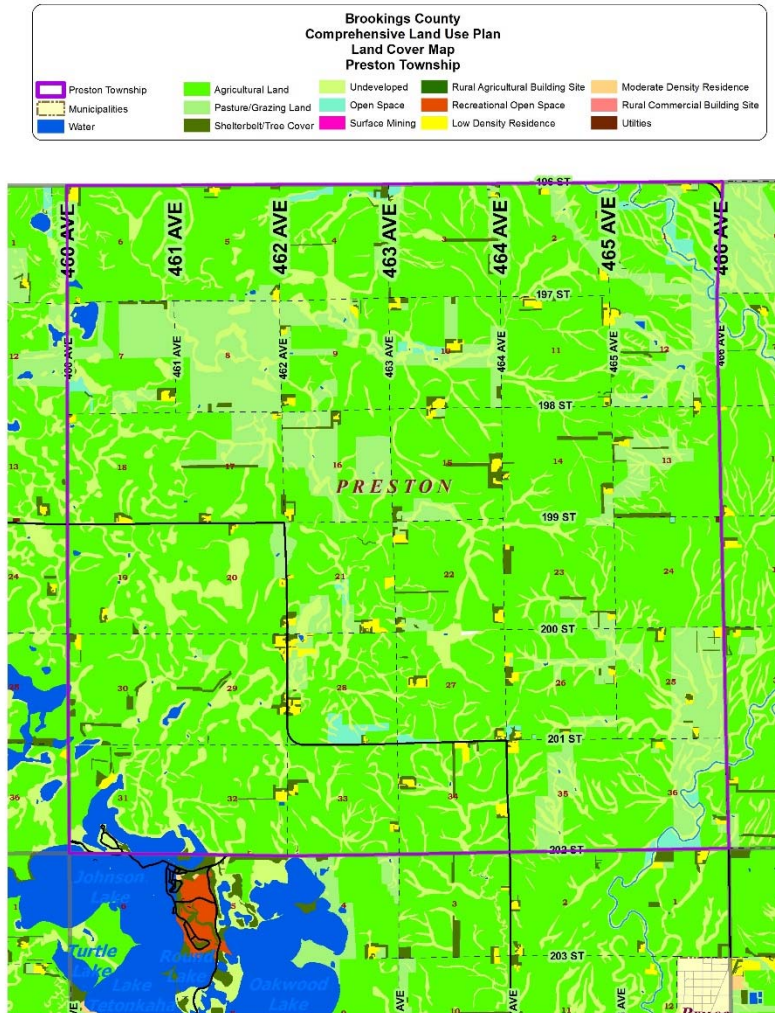
OSLO TOWNSHIP



PARNELL TOWNSHIP

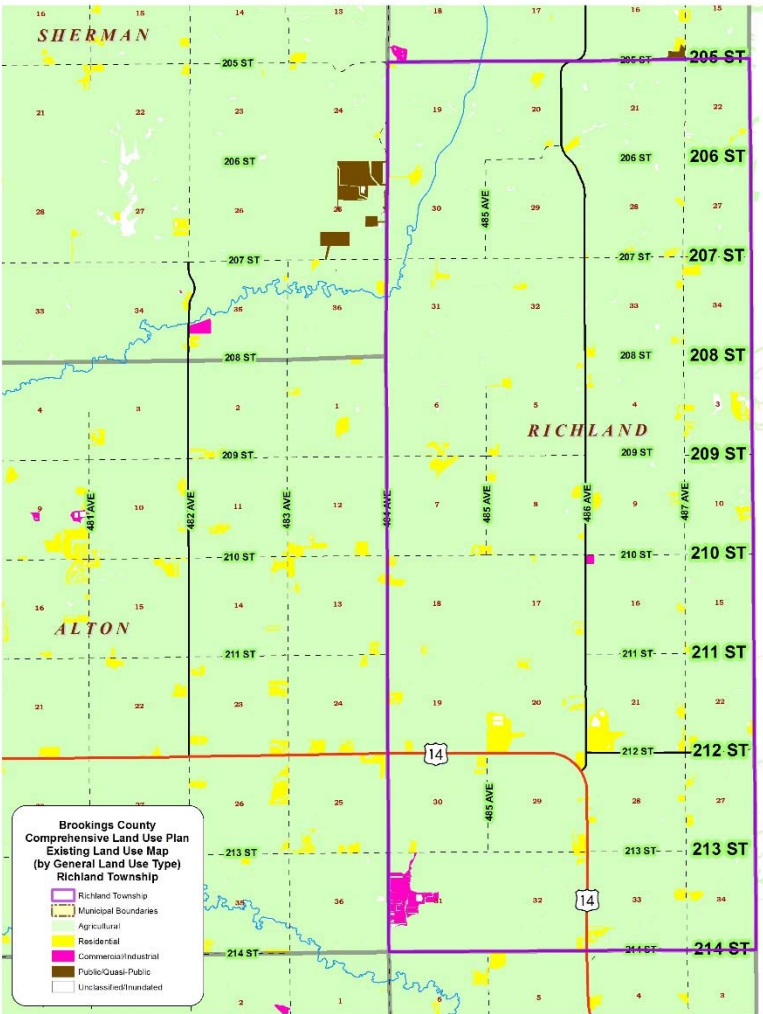
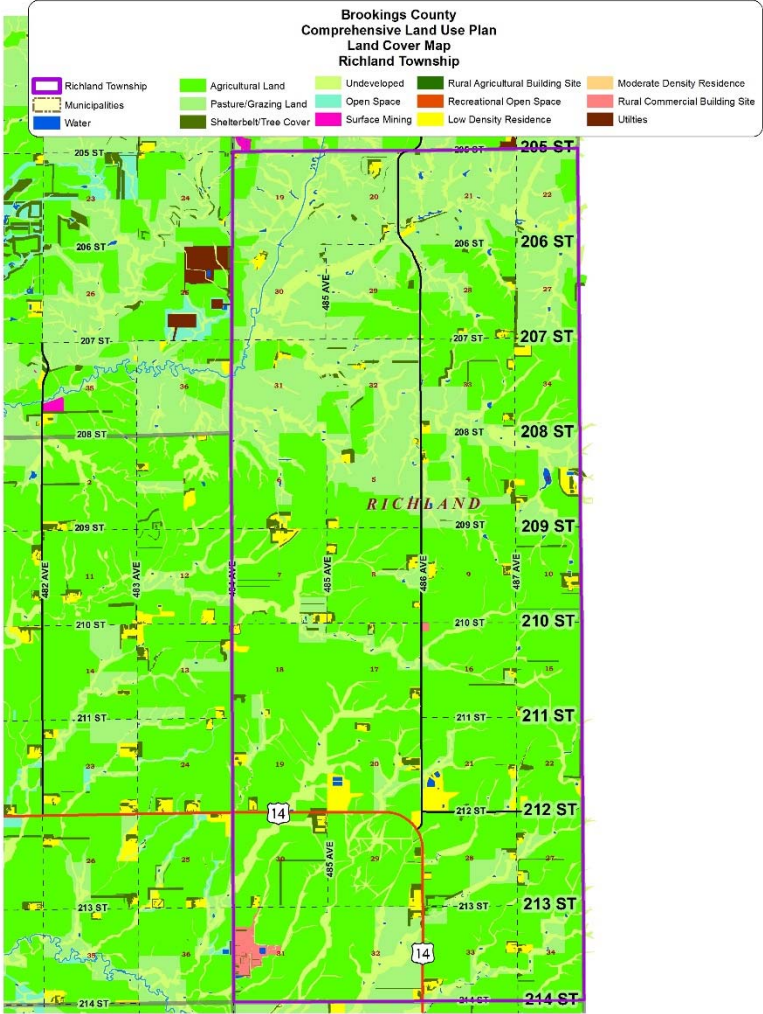


PRESTON TOWNSHIP

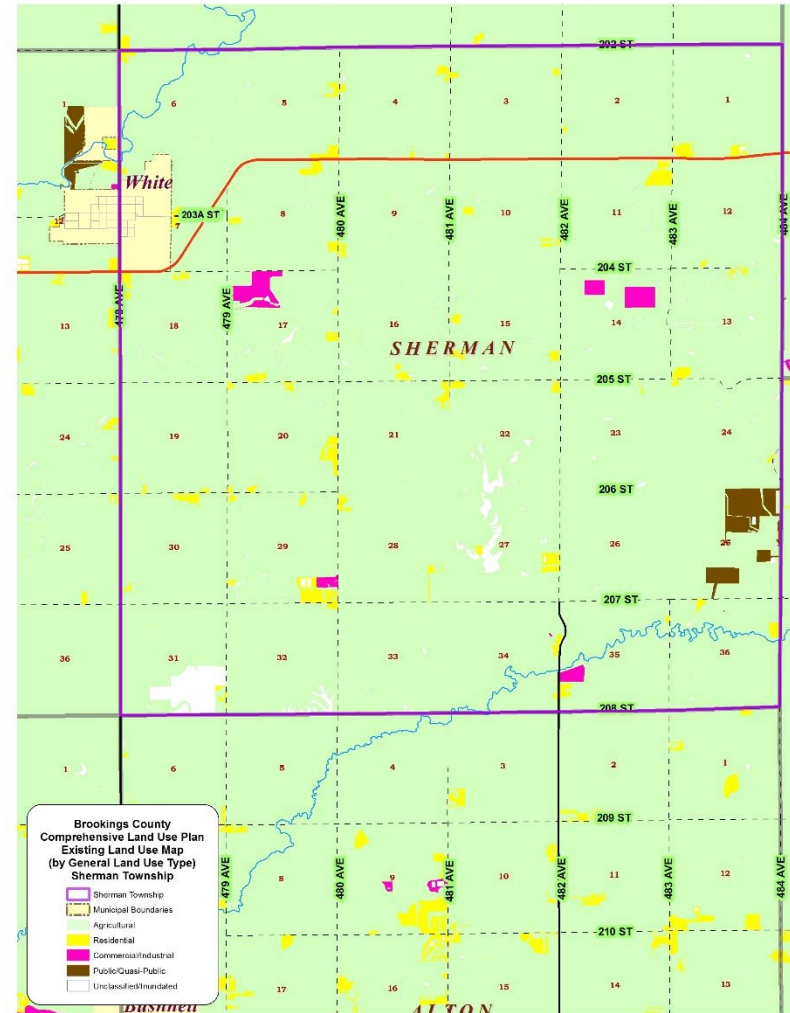
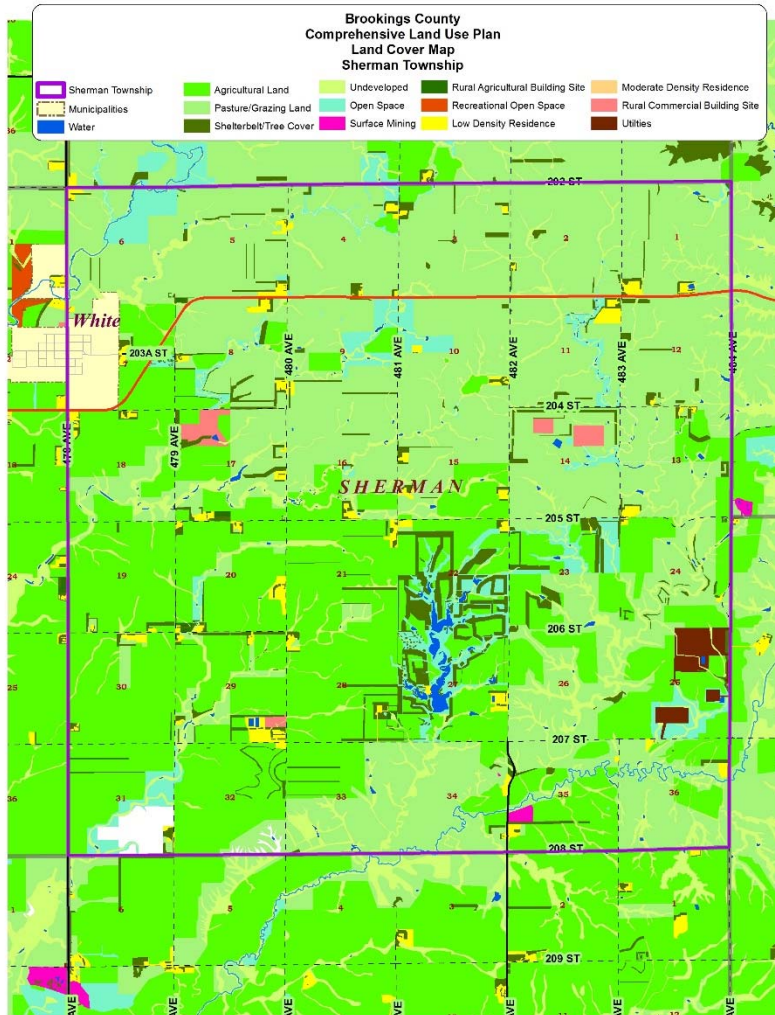


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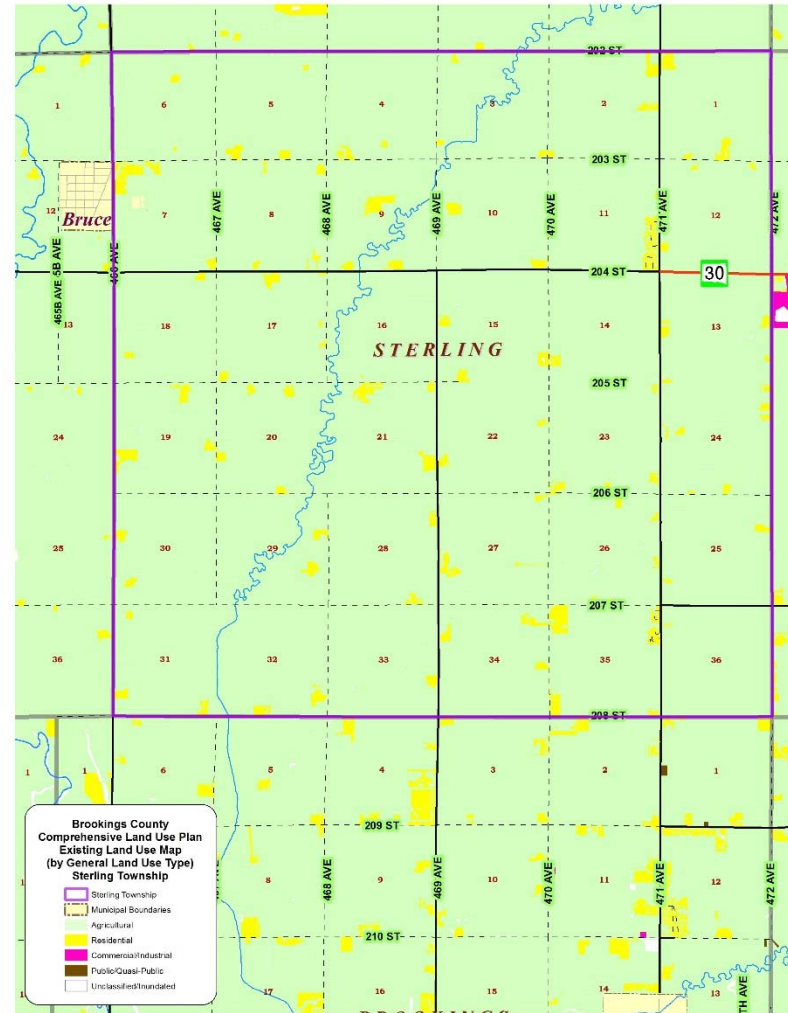
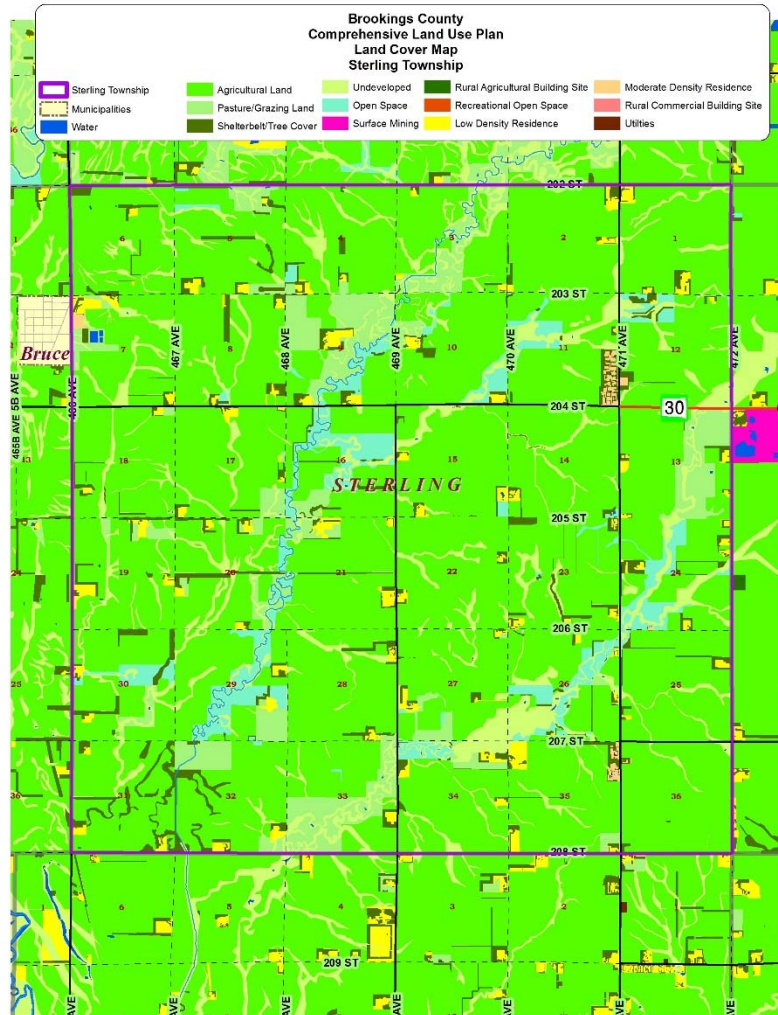
RICHLAND TOWNSHIP



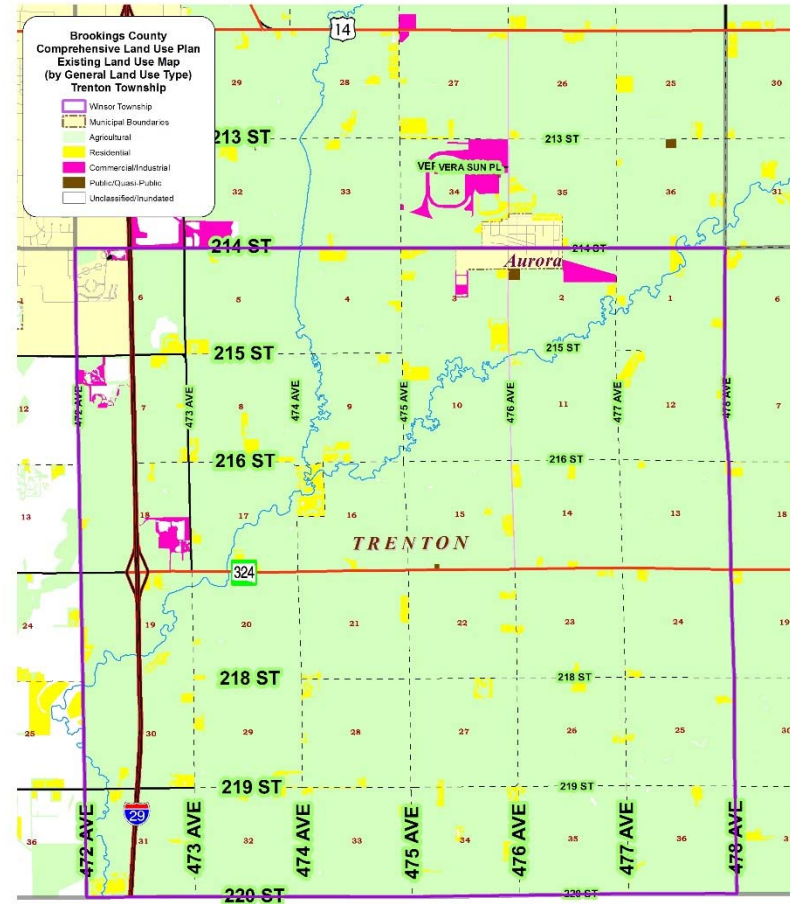
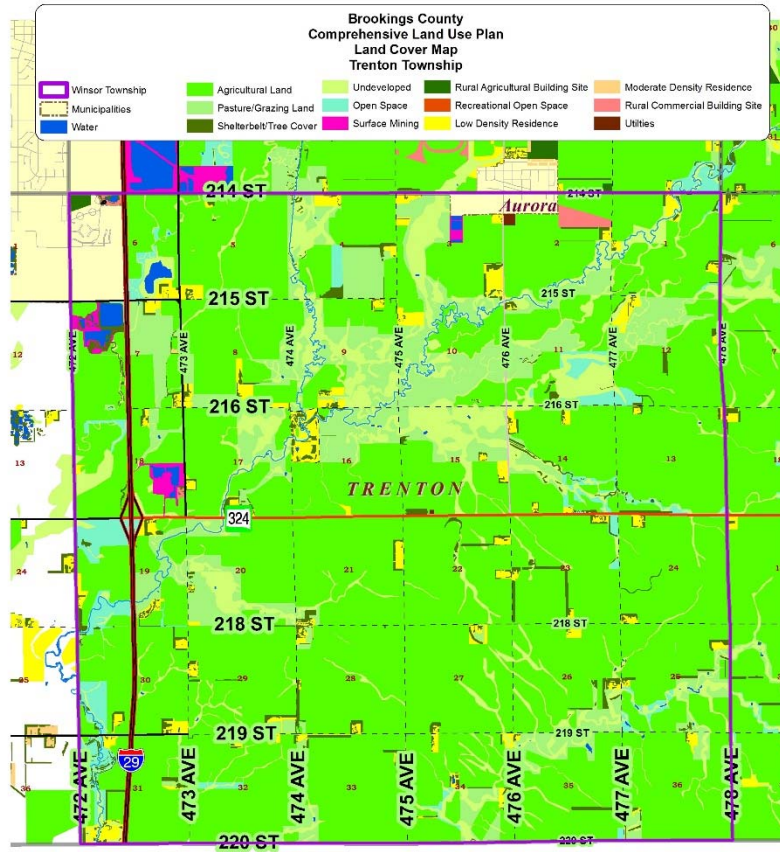
SHERMAN TOWNSHIP



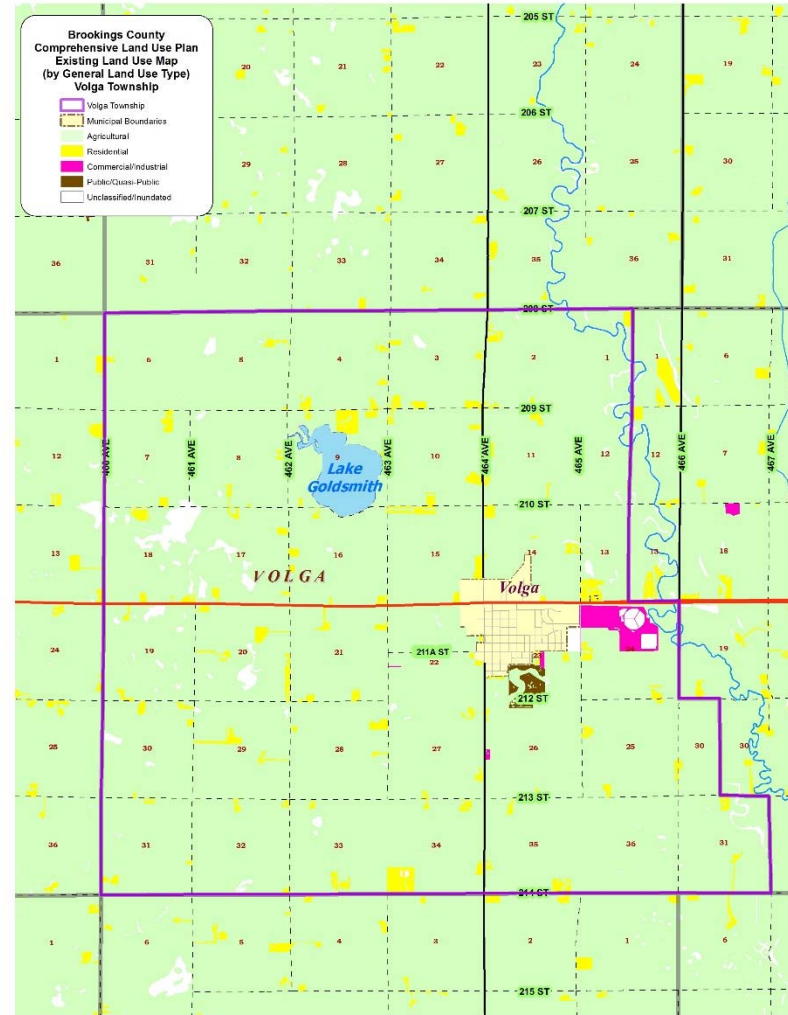
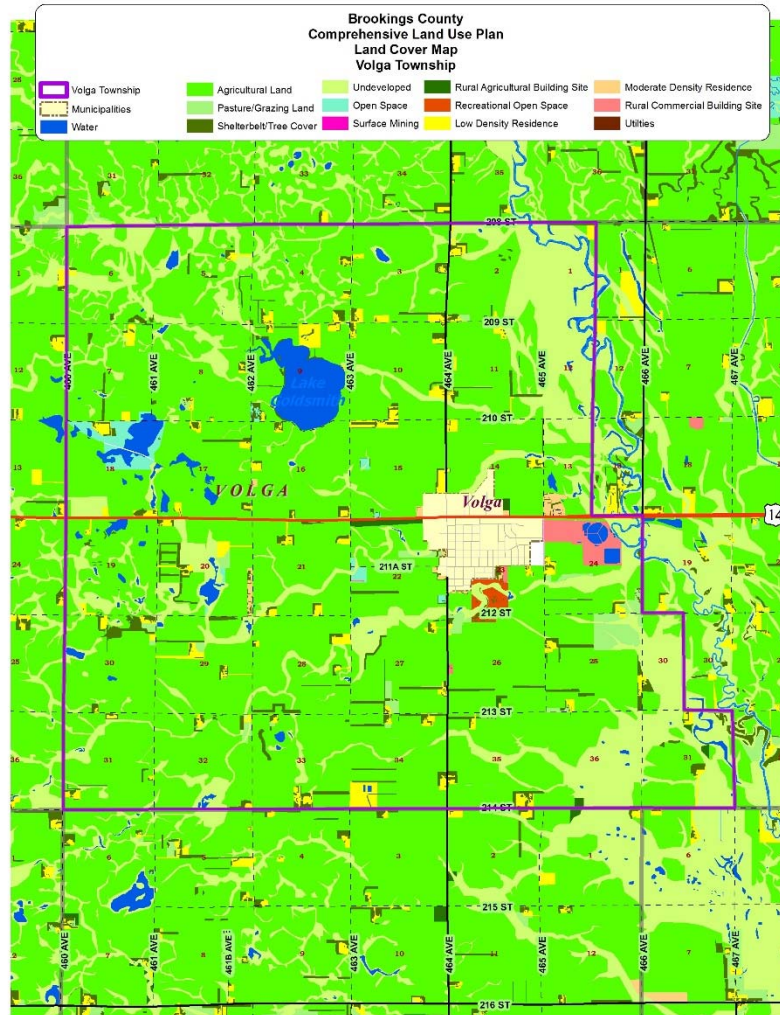
STERLING TOWNSHIP



TRENTON TOWNSHIP



VOLGA TOWNSHIP



16



RESOLUTION #16-____

**A RESOLUTION ADOPTING THE COMPREHENSIVE LAND USE PLAN
FOR BROOKINGS COUNTY, AS PROVIDED FOR IN SDCL 11-2**

WHEREAS, Chapter 11-2 of South Dakota Codified Law has empowered the Brookings County Planning Commission and Brookings County Board of County Commissioners to prepare a Comprehensive Land Use Plan for the development of the unincorporated areas of Brookings County; and

WHEREAS, the Brookings County Planning Commission has developed a Comprehensive Land Use Plan, has held the required Public Hearing, and has made a recommendation for adoption of the Plan to the Brookings County Board of County Commissioners; and

WHEREAS, the Brookings County Board of County Commissioners has received the recommendation of the Planning Commission and has held the required Public Hearing; and

WHEREAS, the adoption of the Comprehensive Land Use Plan would enhance the responsible development of Brookings County.

NOW, THEREFORE, BE IT RESOLVED by the Brookings County Board of County Commissioners that the Comprehensive Land Use Plan for Brookings County be hereby adopted and effective upon 20 days after publication of this resolution.

Ryan Krogman, Chairman
Brookings County Board of Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

REQUEST TO FILL VACANCY

Position Vacancy: Deputy Director of Equalization

Department: Equalization

Vacancy Result of: Chris Lilla being promoted to Director.

Please respond to each of the following or provide the requested item. Attach additional sheets if necessary.

1. Job Description / attached
2. Departmental Organizational Chart / attached
3. Severance Payout Calculations for Terminating Employee

Vacation	\$	N/A
Sick Leave	\$	N/A
Employee Retirement Recognition	\$	N/A
Other	\$	N/A
Total	\$	N/A

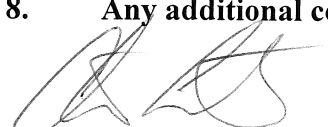
4. Explain the effects of leaving the vacancy until severance is accumulated.
N/A

5. Explain the effects of leaving the vacancy permanent or discussion of alternatives.
The DOE office would need this position filled as soon as possible to maintain our current work flow and also to maintain the amount of work product that is required of our office.

6. Provide description of departmental discussions about the vacancy.

7. Estimated length of time to fill the position after approval.
3-4 weeks following commission approval.

8. Any additional comments?



Department Manager

1-26-15

Date

Request for filling of vacancy: _____ Approved _____ Denied

Chairman, Brookings County Commission

Date

POSITION TITLE: Deputy Director of Equalization
DEPARTMENT: Equalization
REPORTS TO: Director of Equalization
FLSA STATUS: Non-Exempt
GRADE: N-9

DESCRIPTION OF WORK

General Statement of Duties

Performs professional functions in the operation and appraisal of real estate located within the county for purposes of taxation. In the absence of the Director, serves in that capacity.

Supervision Received

Works under the direct supervision of the Brookings County Director of Equalization.

Examples of Duties: (Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this grade.)

- Assists the Director in the performance of statutory duties.
- Identifies properties to be appraised on maps by use of legal descriptions and by review of building permits and property appraisal records.
- Appraises improved and unimproved parcels. Calculates land values by classification using market value of comparable land. Uses schedules, manuals, and guidelines relating to appraisals of improved and unimproved property for classification purposes.
- Appraises commercial and industrial properties by reviewing improvements, fixtures, and replacement cost(s). May also establish values by estimates of income potentials of commercial and industrial properties as required.
- Records data necessary for appraisals including detailed observations as to quantity and type of construction components together with observed age and condition of improvement and calculates actual and assessed valuation of same.
- Answers off and on-site inquiries to provide information concerning appraisals.
- Collects field data to prepare and complete property cards for assessment of mobile homes. Assigns value to the property by referring to appropriate schedules.
- Maintains accurate records and files on mobile homes. Assigns value to the property by referring to appropriate schedule.
- Assists in establishing, maintaining, and researching files to insure proper posting of properties. Performs calculations on value of land and structure by utilizing appropriate assessment procedures and information gathered by field and office research.
- Defends assessments and appraisals. Participates in the preparation of appraisal defense. Assists in preparation of reports for protest hearings and testifies at hearings when necessary. Advises taxpayers of appraisal process used in arriving at assessed value.
- Enters data from property cards on transfers, splits, and replatting of property, changes in valuation of land and structures, and verifies valuation for accuracy.
- Participates in the calculation and preparation of the assessment roll for delivery to the county auditor and the abstract for the South Dakota Department of Revenue.
- Processes and interprets transfers from the Register of Deeds for sales ratio purposes.
- Operates computer to enter data from property cards for all property assessments.
- Retrieves and interprets information from computer.
- Performs work in a manner consistent with safe practices.
- Attends training sessions and meetings to achieve and maintain qualifications for the position and other required purposes.
- Develops and maintains positive professional relationships with the general public and other employees.

- Performs other such duties and functions as assigned and necessary to the proper performance of the position.

QUALIFICATION FOR APPOINTMENT

Required Knowledge, Skills, and Abilities

- Ability to demonstrate leadership and management skills, be goal oriented, and meet deadlines.
- Ability to prepare clear, concise, and accurate reports.
- Ability to understand and follow both verbal and written instructions and to communicate effectively both verbally and in writing.
- Ability to plan, organize and direct the work of others.
- Ability to perform manual labor, withstand variable weather conditions, and work extended and varying hours if needed.
- Working knowledge of methods, techniques, and procedures utilized in appraisal of property for tax assessment purposes.
- Working knowledge of state laws government assessment and collection of real property taxes.
- Working knowledge of survey/land measurement, assessment, and real property descriptions.
- Working knowledge of computer programs to include: Microsoft Office products (Excel, Word, etc).
- Working knowledge of Geographical Information Systems (GIS) desirable.
- Working knowledge of Proval CAMA program and table structure.
- Working knowledge of Crystal reports and reporting methods.
- Working knowledge of SQL and reporting methods.
- Possession of SD driver's license required.

Education

- Graduation from high school, GED, or any such combination of education, training, or experience as may be acceptable to the hiring authority—vocational or university education preferred.
- Certification by the South Dakota Department of Revenue, or successful completion of appraisal courses within one (1) year of hire.
- Satisfaction of educational requirement of South Dakota Real Estate Commission beneficial.

Experience

- Five (5) years of appraisal work experience desired.

OR

Any equivalent combination of education and experience as is acceptable to the hiring authority and state statutes.

Commission Chairperson

Date

W.O. 2/2/10

APPLICATION FOR OCCUPANCY
RIGHT-OF-WAY OF COUNTY HIGHWAYS

To: The Board of County Commissioners Brookings County, South Dakota.

Application is made by Sioux valley energy for occupancy of Right-of-Way

ADDRESS OF PROPOSED CONSTRUCTION

City/Township Name: Parnell, Section: 36 Quarter Section: NE NW SE SW

Street/Avenue of Construction: 483 ave, Nearest Intersection: 219st

Distance from nearest intersection: 34 ft North South East West

A sketch showing the location must be attached.

The following information is pertinent to the proposed installation:

1. Intended usage 7.2 KV Distribution
2. Cable Type 4/0 ACSR Conductor
3. Outside Diameter or Pipe Size —
4. Method of Installation Digger Derrick, Aerial Lift
5. Crossing Bituminous Roads NO County Gravel

*This installation will comply with the National Safety Code and all Federal Guidelines.

*Warning signs will be installed where appropriate.

*Ditches will be restored back to present condition.

*Owner will move its buried cable or pipe, in case of road construction, at no cost to the County.

*Prior to any road construction or maintenance within the County, the owner shall call South Dakota One-Call at 1-800-781-7474 for location of the facilities.

Signature of Applicant: Steve L. Gwyneth Date: 1-27-2016

Applicant Address: P.O. Box 216 Colman S.D. 57017

Phone: 1-800-234-1960 Fax: 1-800-234-1690

Signature of Adjacent Landowner: _____ Date: _____
(Owns property immediately adjacent to the public right-of-way that is affected by the Applicant's proposed installation)

Adjacent Landowner Address: _____

Phone: _____ Fax: _____

Recommended for Approval:

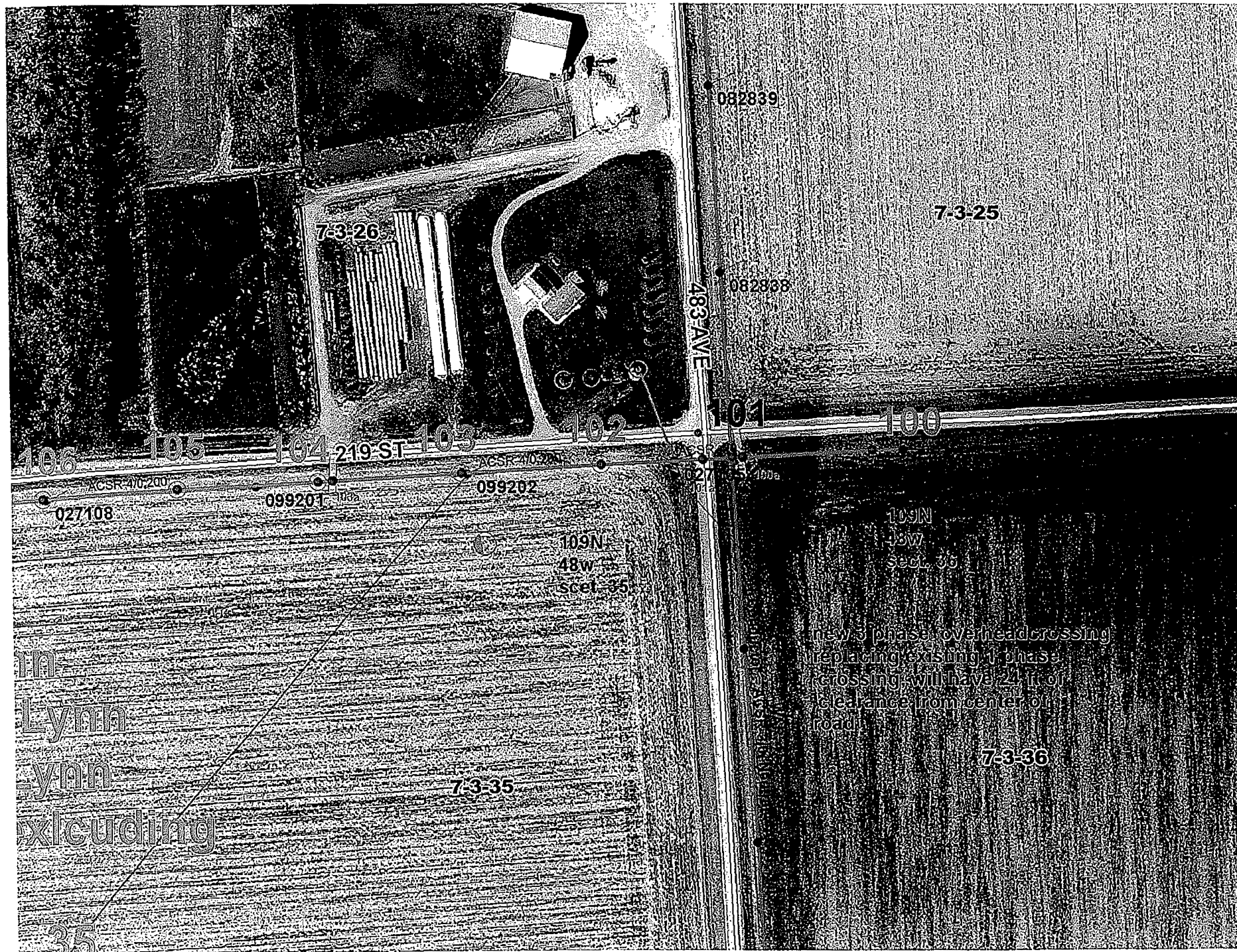
By: Richard Bud
(Brookings County Superintendent)

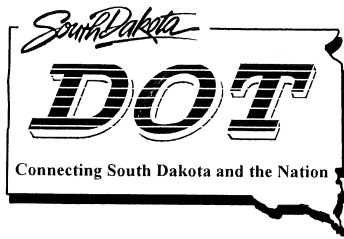
Date: 1-27-2016

Approved: Board of County Commissioners

By: WA
(Commission Chairman)

Date: 1-27-2016





Department of Transportation

Division of Planning and Engineering

Local Government Assistance

700 East Broadway Avenue

Pierre, South Dakota 57501-2586

PHONE: 605/773-8148 FAX: 605/773-4870

MEMORANDUM

DATE: January 29, 2016

TO: County Highway Superintendents

FROM: Randy Brown, County Roads Engineer

SUBJECT: P 000S(00)009 PCN 03DF, 2016 County Striping Program

Enclosed are 2 copies of the funding agreement. Schedule A, shows the funding breakdown as it relates to your county. The costs on Schedule A are estimations only and do not include costs associated with mobilization or traffic control. Review the enclosed agreements, upon approval, please have your officials sign the two agreements and forward them back to this office. The agreements must be signed and returned to this office no later than February 12th, 2016. A completed agreement will be returned for your files. **Included with the signed 2 agreements shall be a copy of the commission meeting minutes authorizing the execution of this Agreement by the Chairperson. Agreements will not be accepted without commission meeting minutes. Failure to provide signed agreements with copy of the commission meeting minutes by February 12th, 2016 will result in removal from the Striping Project.**

Any future changes will need to be made during the pre-construction meeting. We anticipated this project to be let on April 6th, 2016.

If you have any questions or comments, please give this office a call at 773-3476.

Enclosure
cc. File

*Put on agenda for
Ryan to sign both copies
and return to highway Dept.*

AGREEMENT NUMBER _____

AN AGREEMENT TO PROVIDE FOR
THE STRIPING AND CONTINUING MAINTENANCE OF
COUNTY ROADS WITHIN BROOKINGS COUNTY

This Agreement is made and entered into by and between the State of South Dakota, acting by and through its Department of Transportation, referred to in this Agreement as the "STATE," and BROOKINGS County, South Dakota, referred to in this Agreement as the "COUNTY."

BACKGROUND:

1. The STATE has allocated Five Hundred Thousand Dollars (\$500,000) to a state-wide county highway striping project, designated as project number P 000S(00)009, PCN 03DF, and referred to in this Agreement as the "PROJECT." STATE funds will pay sixty percent (60%) of the PROJECT costs, up to a maximum amount of Five Hundred Thousand Dollars (\$500,000). Counties participating in the PROJECT will pay the remainder of the PROJECT costs with county funds; and
2. The COUNTY wants to participate in the PROJECT for the striping of approximately 132.00 miles of COUNTY roads at an estimated cost shown on the attached Schedule A.

THE COUNTY AND THE STATE MUTUALLY AGREE AS FOLLOWS:

A. The STATE will perform the following activities:

1. The STATE will prepare plans, advertise the PROJECT for bids, award a contract to the lowest responsible bidder, and administer construction of the PROJECT.
2. The STATE will bill the COUNTY for the COUNTY'S forty percent (40%) share of the program limit, together with one hundred percent (100%) of any amount over the program limit, as set out in the estimate in the attached Schedule A.

B. The COUNTY will perform the following activities:

1. The COUNTY will sweep roadways to be striped in advance of the contractor's operations.
2. The COUNTY will provide the PROJECT inspection.
3. The COUNTY will insure that the beginning and ending of each no passing zone is marked, in a manner clearly visible from the driving lane, with a "NO PASSING ZONE" sign (W14-3), a "DO NOT PASS" sign (R4-1), a "PASS WITH CARE" sign (R4-2), or a 9' steel channel post driven 3.5' to 4' near the right-of-way line with the top 2' painted yellow. If any no passing zone needs to be established or re-established, the COUNTY will do so at the COUNTY'S own expense.
4. The COUNTY will pay actual PROJECT costs upon receipt of billing from the STATE, based on the COUNTY'S forty percent (40%) share of the program limit, together with one hundred percent (100%) of any amount over the program limit, as set out in the estimate in the attached Schedule A.

C. General Conditions:

1. Costs associated with the PROJECT are preliminary engineering, construction engineering, and construction costs.

2. This Agreement may not be amended, except in writing, which writing will be expressly identified as a part of this Agreement, and will be signed by an authorized representative of each of the parties.
3. The STATE may terminate this Agreement on thirty (30) days' written notice. If the COUNTY breaches any term or condition of this Agreement, the STATE may terminate this Agreement at any time with or without notice.
4. This Agreement depends upon the continued availability of appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature does not appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds reductions, the STATE may terminate this Agreement. Termination for any of these reasons is not a default by the STATE nor does it give rise to a claim against the STATE.
5. This Agreement is binding upon the signatories not as individuals but solely in their capacities as officials of their respective organizations and acknowledges proper action of the STATE and the COUNTY to enter into this Agreement.
6. The COUNTY has designated its County Commission Chairperson as the COUNTY'S authorized representative and has empowered its County Commission Chairperson with the authority to sign this Agreement on behalf of the COUNTY. A copy of the COUNTY'S Commission minutes or resolution authorizing the execution of this Agreement by the County Commission Chairperson is attached to this Agreement as Exhibit M.

The STATE and the COUNTY signify their agreement by signatures affixed below.

BROOKINGS County, South Dakota

State of South Dakota
Department of Transportation

By: _____

By: _____

Its: County Commission Chairperson

Its: Program Manager
Office of Administration

Date: _____

Date: _____

Attest:

County Auditor/Clerk

[County Seal]

AGREEMENT NUMBER _____

SCHEDULE A

The COUNTY will be included in the PROJECT for the striping of approximately 132.00 miles of BROOKINGS COUNTY roads at an estimated cost of \$122,447.58, based on this year's estimates. This year's STATE contribution is Five Hundred Thousand Dollars (\$500,000.00). Combined with the participating COUNTY contributions of Three Hundred Thirty-three Thousand, Three Hundred Thirty-three Dollars (\$333,333.00) the total funding amount for the 2016 Striping Program is Eight Hundred Thirty-three Thousand, Three Hundred Thirty-three Dollars (\$833,333.00).

The funding breakdown is as follows:

Estimated Total Cost Striping Requested by the COUNTY	\$122,447.58
Program Limit (COUNTY'S Share of \$833,333.00)	\$44,850.55
STATE'S Share of Program Limit (60%)	\$26,910.33
COUNTY'S Share of Program Limit (40%)	\$17,940.22
COUNTY'S Amount over Limit (100%)	\$77,597.03
Total of COUNTY'S Share of the PROJECT costs	\$95,537.25



414 Main Ave
Brookings, SD 57006
605-692-6125

Invoice

Invoice Date: 1/6/16
Invoice Number: 18937

Brookings County
Michelle Delaney
520 3rd Street, Suite 210
Brookings, SD 57006

Description	Quantity	Rate	Amount
Investor Bundle Up - RENEW	1	\$900.00	\$900.00
Subtotal:			\$900.00
Tax:			\$0.00
Total:			\$900.00
Payment/Credit Applied:			\$0.00
Balance:			\$900.00

Login to your Member Center to pay online.

1. Go to www.chamberlogin.com and enter your login and password.

Login:

Password:

2. Pay online, check out your additional Member Benefits, update your member page and contact information.

Thank you for your support of the **Brookings Area Chamber of Commerce**

Please return this portion with your payment - Brookings Area Chamber, 414 Main Ave., Brookings, SD 57006

Member Name: Brookings County

Invoice #: 18937

Payment Amount: \$ _____

Payment Method: ☐ Check # _____ ☐ Credit Card

Make all checks payable to **Brookings Area Chamber of Commerce** or enter credit card information below.

Enter Credit Card Billing Address (inc. zip code)

Address _____

City/State/Zip _____

Credit Card #: _____ Exp. Date: _____ CVV Code (3 digits on back of card) _____

Name on Card: _____

Signature: _____

January 8, 2016



Dear Michelle,

The Brookings Area Chamber of Commerce wants to thank you for another great year. We are proud to say that 2015 was a year of restructuring, growth and continued success. Below are a few of our highlights.

A new program called Leadership Exploration and Development (LEAD) was created. LEAD consists of workshops on a variety of leadership and development topics. The topics and focus areas came directly from the needs expressed by our small businesses during focus groups held in March of 2015. This effort led by the Business Development Committee has proven success and we look forward to start LEAD again this year on January 26th.

The Connect 2140 committee continued to offer a monthly program called *Power Hour* as well as a new monthly socializing and networking opportunity, called *Sub40Social*, both geared towards the young professional in the Brookings community. *Sub40Social* is a monthly social designed to reach out to the next generation in the Brookings area and provide an environment for them to create local connections and relax with colleagues and friends. In the past four months we have averaged more than 80 young professionals to each of our events.

The first edition of our monthly publication *The LINK* was published in December 2015. Nearly 20,000 copies of this magazine are distributed to homes and businesses in a 25 radius of Brookings each month. Also, new to 2016 is a digital billboard on I-29 that will include messaging to help entice people to stop in Brookings as well as a weekly radio slot to continue to promote and connect listeners to our area businesses.

Through these events and opportunities we are able to promote, connect, enrich and advocate for the Brookings area business community. It is through your membership investments with the Brookings Area Chamber of Commerce that these programs and events are made possible.

Thank you for your continued support and membership with the Brookings Area Chamber of Commerce. We look forward to the growth and successes that 2016 has to offer.

Sincerely,

A handwritten signature in black ink, appearing to read "Merhib".

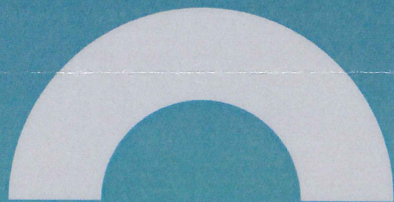
David Merhib
Executive Director

A handwritten signature in black ink, appearing to read "Joni Frolek".

Joni Frolek
Director of Membership

Membership **RECAP 2015**

100% BUNDLED UP!



■ Bundled (100%) Not Bundled (0%)

TOTAL MEMBERS

502

RIBBON CUTTINGS

24

MEMBERSHIP MIXER

12

Average 86 in attendance

NEW MEMBERS

37

AMBASSADOR VISITS

69



Handmade and delivered

65

bags of cookie to members



30

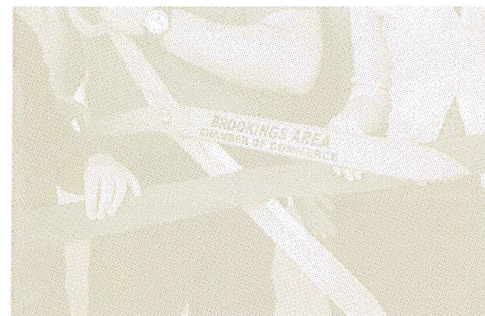
We love our
manufacturing signs
delivered during
Manufacturing Week



Hand delivered thank you cards

460

MEMBERSHIP LEVELS



Chairman Level \$25,000

All benefits of the Diamond Level plus:

- Six Total Website Categories
- Eight Total Leadercast Tickets
- Chairman Level Sponsorship to major events
- Chairman Ticket & Event Sponsorship Package — Be listed as a Chairman Event Sponsor and receive twelve total tickets to each of the following events: Annual Meeting, Pre-Legislative Luncheon, and Post-Legislative Luncheon

Diamond Level \$10,000

All benefits of the Platinum Level plus:

- Five Total Website Categories
- Six Total Leadercast Tickets
- Two Total Leadership Brookings Participants
- Business Seminar Sponsorship — Be part of building a better community of leaders and customer service professionals
- Diamond Ticket & Event Sponsorship Package — Be listed as a Diamond Event Sponsor and receive ten total tickets to each of the following events: Annual Meeting, Pre-Legislative Luncheon, and Post-Legislative Luncheon

Platinum Level \$5,250

All benefits of the Premier Level plus:

- Four Total Website Categories
- Four Total Leadercast Tickets
- Leadership Graduation Sponsorship
- Meet the Chamber Sponsorship
- Platinum Website Sponsorship — Nine additional banner pages and search engine optimization
- Platinum Ticket & Event Sponsorship Package — Be listed as a Platinum Event Sponsor and receive eight total tickets to each of the following events: Annual Meeting, Pre-Legislative Luncheon, and Post-Legislative Luncheon

Premier Level \$3,300

All benefits of the Executive Level plus:

- Three Total Website Categories
- One Leadership Brookings Participant — Sit with city leaders, tour behind the scenes sites and bring out the best in your leaders
- Premier Website Sponsorship — Nine additional banner pages and search engine optimization
- Premier Ticket & Event Sponsorship Package — Be listed as a Premier Event Sponsor and receive six total tickets to the Annual Meeting, four Pre-Legislative Luncheon, and four Post-Legislative Luncheon



Professional Licenses

Agents holding professional licenses in real estate, insurance or other fields are eligible for a \$100 membership under their member company. Ask for details.

Retired but want to stay involved?

Even if you have no business affiliation, you can still be in the loop and be considered a member for only \$100.

Executive Level \$1,600

All benefits of the Investor Level plus:

- Three Total Website Categories
- Two Leadercast Tickets
- Three Total Business Benefit
- Golf Team of Four
- Executive Website Sponsorship
 - Sponsor a specific business category with a top priority banner, banner view tracking, and enhanced listing on the Chamber website.
- Executive Ticket & Event Sponsorship Package
 - Be listed as an Executive Event Sponsor and receive four total tickets to the Annual Meeting, two Pre-Legislative Luncheon, and two Post-Legislative Luncheon

Investor \$900

All benefits of the Partner Level plus:

- Two Total Website Categories
- Four Total Chamber Chat Banner Ads
- One Email Blast
 - Showcase your message and we'll deliver it to more than 500 members' inboxes
- Two Business Benefit
 - Own two businesses? This bundle has just what you need!
- Think Local Showcase Table
 - Be part of Brookings' premier business expo held in October. Think Local!
- Two Annual Meeting Tickets

Partner \$575

All benefits of the Connected Level plus:

- Two Website Categories
- Two Chamber Chat Banner Advertisements
 - Land your business in the inbox of over one-thousand business and community leaders
- Mailing Labels
 - Put your business in the mailbox of over five-hundred members
- Business Basics
 - Use of Chamber Bulk Rate Postage
 - Notary Services
 - Country of Origin Certificates
- Unlimited use of Chamber Conference Room
- Enhanced Website Listing
 - Enhance the consumer's image of your business with photos, videos and links that showcase your business
 - Optimize your presence on the web with twenty key words

Connected \$275

- Promotion & Chamber Services
 - Membership Decal
 - Use of Chamber Logo
 - Website Listing
 - Community Guide Listing
 - Professional staff and facilities representing you
- Business Referrals
 - Referral of business to visitors and new residents
- Advocacy
 - Positively impact public policy by monitoring local, state, and national issues impacting business
- Communication
 - Chamber Chat delivered to your inbox every Tuesday
- Chamber Member Pricing
- Hot Deals/Job Listings
- Attend Membership Mixer



Stacy Steffensen, Commission Department Director

Brookings County

520 3rd St., Suite 210

Brookings, SD 57006

605-696-8205

ssteffensen@brookingscountysd.gov

STAFF REPORT

Agenda Items:

- Department Head Reports: We would like to set the date(s) for Equalization Boards in April.
- Finance Office Report: Vicki provided the December 2015 Finance Office report. The board will need to take action on the 2016 first quarter transfers to Highway, Emergency Management and the Register of Deeds Relief Fund.
- Be it noted items:
 - For work comp purposes, we have to list our RSVP and storm spotter volunteers each year in the minutes.
 - We have to list the individual wages of our employees in the minutes each year.
 - L.G. Everist was not able to give an in-kind contribution during construction of the 34th Avenue project. They are requesting that the county hold a credit with them for the highway department to spend as needed.
- 9:15 a.m.—Logan Zeisler with Delta Chi fraternity is coming to discuss the Boulevard Project. They are requesting \$500 for 2016 which would help buy 125 trees to be disbursed to the Brookings School District, as well as planted on boulevards in Brookings, White and Volga. In November of 2014, the Commission gave \$750 to the project. That original request was for \$500, plus \$250 to extend the project to the City of Volga. Nothing was given or requested in 2015.
 - The board spent \$2,750 of the \$3,700 budgeted in the public relations line in 2014. Those expenses were: \$500 to Elkton Fireworks; \$1,500 to Uncle Sam Jam; \$750 for the boulevard tree project.
 - The board spent \$3,139.86 of the \$3,700 budgeted in the public relations line in 2015. Those expenses were: \$500 to Elkton Fireworks; \$1,500 to Uncle Sam Jam; \$39.86 for “Think Local” donation; \$500 for Christmas Kids & Cops; \$600 to Chamber for Brookings Day.
 - The 2016 budget for public relations is only \$3,000. We do plan on asking the Chamber to make a request through the non-mandated process at budget time for any future Brookings Day expenses. The board has routinely given \$500 to Elkton for fireworks and \$1,500 to the Uncle Sam Jam. Other past expenses have included a donation to the Arlington Veterans Memorial of \$1,000 and the Parade of Lights in Brookings of \$500.
- 1:00 p.m.—The public hearing on the Comprehensive Land Use Plan is scheduled for 1:00 p.m. The draft plan, as amended by the Planning & Zoning Commission at their January 26th meeting, is included in the packet along with a staff report from Bob.
- Chamber Membership (tabled from 1/26/16): I contacted David Merhib with the Chamber and he said that since it took most of 2015 to get their current membership into one of the “Bundle Up” levels, they decided to keep the levels the same for 2016 for consistency. He said the board will be looking at membership levels at upcoming meetings, and he would let me know if there is discussion regarding a government level of funding.

- Request to Fill Vacancy: This is a request to fill vacancy in the Equalization Department for the Deputy position which was vacated due to the promotion of Chris Lilla.

Director's Report:

- The draft agenda for the Spring Workshop, March 16-17, is included with my report.
- The 4th Quarter Report from Community Health is attached to my report. Karen Larsen and Jen Burns presented the report at the last meeting. However, the report itself was not included in your packet.
- The retirement party for Joyce Dragseth is attached to my report.
- I will be out of the office on vacation from 1:30 p.m. Thursday, February 11th through Tuesday, February 16th.

Upcoming Dates:

Thank you,

A handwritten signature in cursive script that reads "Stacy Steffensen". The signature is fluid and elegant, with the first and last names being more prominent than the middle name.

Stacy Steffensen
Commission Department Director
Brookings County, South Dakota

Tentative SDACC Agenda

Wednesday, March 16, 2016

- 8:30 – 9:30 a.m. Attorney General Legislative Update
- *Marty Jackley*
- 9:30 – 10:00 a.m. **Break**
- 10:00 – 11:00 a.m. TBD
- 11:15 – 12:00 p.m. Property and Liability Q&A and Work Comp Q & A
- *Ron Burmood, MBA, AIC, Director of Member Services – South Dakota Public Assurance Alliance*
- *Brad Wilson, CIC, AIC, SDWCS, Administrator – SDML Work Comp Fund*
- 12:00 – 1:00 p.m. **Lunch – Rooms AFG**
- 1:00 – 2:00 p.m. County Revenues, Expenditures and Fund Balances History
- *Marty Guindon, Auditor General*
- *Russ Olson, Local Government Audit Manager*
- 2:15 – 3:00 p.m. SD Dept of Transportation
- *Laurie Schultz, Doug Kinniburgh*
- 3:00 – 3:15 p.m. **Break**
- 3:15 – 5:00 p.m. Incident Command System (ICS) 402 for Executives and Elected Officials
- *Randy Freed, Blue Cell Training*
- 5:30 p.m. **Social**
- *Hosted by TransCanada Pipeline*

Thursday, March 17, 2016

- 8:00 – 10:00 a.m. "S.A.V.E. Yourself" - Recognize and Survive Work Place Violence
- *Chad Sheehan, Sheehan Strategic Solutions*
- 10:00 – 10:15 a.m. **Break**
- 10:15 – 11:00 a.m. SD Department of Legislative Audit
- *Rod Fortin,*
- 11:15 – 12:00 noon TBD
- 12:00 – 1:00 p.m. **Lunch – Rooms AFG**
- 1:15 – 2:00 p.m. South Dakota Department of Motor Vehicles
- *Lisa Weyer, Director of DMV*
- 2:15 – 3:00 p.m. TBD

Quarterly Commissioners Report Brookings County- 4th Quarter (Oct, Nov, Dec) 2015

Services Provided:	Oct	Nov	Dec
-WIC Caseload Issued Vouchers:	463	453	448
-WIC Certifications Completed:	50	49	65
-Pregnant Women Certified:	7	7	5
-Prenatal Education Visits (baby care and prenatal health review)	28	18	25
-Postpartum Visits:	11	7	11
-Cribs Issued:	6	5	4
-Developmental Screenings:			
-Immunizations/TB tests:	32	29	37
-Reach out & Read books issued:	32	29	47

WIC: We continue to provide supplemental nutritional foods, nutrition education, support, and referrals to clients, to local Brookings county resources.

Immunizations: Our staff continues to audit immunization records on all children that come into our office and upon request of callers that wish to schedule immunizations. We continue to provide immunizations to children who are on Medicaid, have no insurance or underinsured, and to Native American/Alaskan Native children. The school and city/county flu clinics providing flu vaccinations have been completed for the 2015-2016 influenza season. We received numerous positive comments regarding flu vaccinations being offered during school hours. Parents were vocal about the multiple open times offered which made their wait shortened; overall it was a successful year. We continue to provide flu shots to individuals who schedule through our office. Our staff has completed the kindergarten immunization audits and continues to work on the transfer student's audits for the Brookings County schools; these audits will provide the State with statistical information regarding the number of kindergarten and transfer students that are up to date

or have fallen behind in their immunization status.

School Services: Student health screenings were completed in September for area schools that are contracted through the Community Health Office. Screenings included but were not limited to vision, hearing, scoliosis, blood pressure, and a mini head to toe, non-invasive assessment. Growth and development teaching has been requested to be completed in January for Deubrook and is scheduled for January 21. Volga's Growth and Development teaching will be completed in the spring as in previous years.

Baby Care/Prenatal Education: We continue to meet and provide education to all pregnant women each month.

Infant Mortality: We have been educating all women on the importance of safe sleep, smoking cessation, keeping up to date on baby's immunizations, and the benefits of breastfeeding. Our office has had an ongoing need for multi-user breast pumps. If a mom qualifies she will be issued this pump free of charge, and is required to return it according to policy.

Staffing: Our office is staffed with two nurses, one clerical, one breast feeding peer counselor, and two dieticians who travel within our region. The part-time clerical that was hired this summer ended her employment, leaving the part-time position open. The hiring process began, interviews were completed in December, and we have hired a new part time clerical staff member who will be starting in February.

Staff Training/Continuing Education: Staff is up to date on all annual and quarterly training including local agency policy review, and State and County required training. This coming July 2016, Karen Larsen, the full time nurse, plans to attend the training and complete the testing requirements to become a certified lactation counselor.

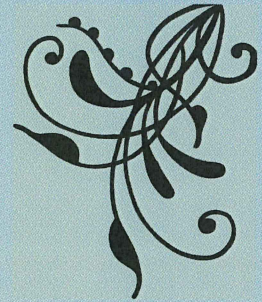
Upcoming Events: We will be completing the orientation process with the new part time clerical staff that was hired.

Respectfully submitted,

Karen Larsen, RN and Jen Burns, RN
South Dakota Department of Health
Brookings Community Health Services

Date: February 19, 2016

Time: 2:00-4:00pm



*You are Invited to a
Retirement Celebration in
Honor of Joyce Dragseth,
Brookings County Director of Equalization*

- * Please join us for coffee and cake at the Brookings City & County Government Center Chambers, room 310.*
- * A short program will be conducted at 3:00pm.*



Brookings County Commission
520 3rd St, Suite 210
Brookings, SD 57006

Phone: 605-696-8205

Fax: 605-696-8208

commission@brookingscountysd.gov

Stacy Steffensen

From: Barbara Anderson <blanderson@brookingshealth.org>
Sent: Monday, February 01, 2016 4:26 PM
To: Barbara Anderson
Subject: Brookings Health System Foundation - GOAL ACHIEVED

Thank you! Together we achieved our \$4.6 million goal supporting health care close to home. [Click here](#) for the full story.

Some have asked if they can still give. The answer is, YES, we continue to accept gifts. Those who donate \$1000 or more have the option of being included on a donor wall in the renovated hospital.

Follow Brookings Health System:



FOUNDATION MISSION: *"Inspiring people to support Brookings Health System through philanthropy, recognizing the vital role of local healthcare in sustaining quality of life in our community."*

Barbara Anderson

Foundation Director
blanderson@brookingshealth.org



300 22nd Avenue
Brookings, SD 57006
Phone: (605) 696-8855
brookingshealth.org

Follow us:



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[Home](#) > [News](#) > Brookings Health System Foundation Achieves Capital Campaign Target

Brookings Health System Foundation Achieves Capital Campaign Target

Posted: 2/1/2016

Goal Reached in Only Nine Months

Brookings Health System Foundation announced today it achieved its \$4.6 million hospital expansion and renovation capital campaign goal with total cash and pledges of \$4,619,616.

"On behalf of Brookings Health System and the Foundation, thank you for investing in our campaign and supporting our future," said Brookings Health System President and CEO Jason Merkley. "Our vision is becoming a reality and we are very excited about the forthcoming changes. However, something you will not see changing is our approach to delivering the same high quality, compassionate and personalized care and service you have come to expect from Brookings Health System."

According to Foundation board chair David Kneip and immediate past chair Roberta Olson, the Foundation reached its capital campaign goal in only nine months, thanks in part to a recent anonymous matching gift.

"This was really an incredible effort to think that over 400 generous entities and individuals came together to support this community project in that short amount of time," said Kneip.

"We want to thank everyone who gave to the campaign, with special thanks to lead donor First Bank & Trust for getting us started," added Olson.

The capital campaign kicked-off its public phase at the project's groundbreaking ceremony this past July where First Bank & Trust announced its lead donation of \$1 million. Later in the year, Brookings County pledged \$750,000 and the City of Brookings earmarked the same amount in its 2017-27 Community Reinvestment Plan. Dale Larson, the Larson Family Foundation and Larson Manufacturing donated a total of \$925,000, creating a solid foundation for the campaign to build upon.

"First Bank & Trust is proud to make this financial commitment and delighted to see this broad-based community investment in Brookings Health System," said President and CEO Kevin Tetzlaff. "Supporting health care initiatives focused on retaining local, high quality, personalized care aligns well with our organization's values, and has been a long-time priority of the Fishback family."

In July 1906, the Brookings Hospital Company, incorporated by Horace Fishback Sr., George Sexauer, Dr. F.E. Boyden and Dr. B.T. Green, purchased a site in the Morehouse Addition of Brookings to build a community hospital.

In 1935 the hospital was sold to the City of Brookings and the first hospital board was created. Members included founders' sons, Horace Fishback Jr. and Elmer Sexauer, who each served on the board for over 20 years.

"As members of a family with longtime ties to the Brookings area, [my brother] Bob and I are pleased with the results of this campaign," said Van Fishback. "Strong medical care is a critical component to a thriving and healthy community."

Those contributing \$25,000 or more to the capital campaign include: Al and Irene Kurtenbach, Bruce and Ila Lushbough, Jim and Dorothy Morgan, Ardelle Roberts, Duane and Phyllis Sander, Avera Health, BankStar Financial, Banner Associates, Dacotah Bank, Daktronics, Inc., Harms Oil Company and Sanford Health.

Brookings Health System Foundation continues to accept donations to the capital campaign. Donors giving \$1,000 or more will be included on the donor wall in the renovated hospital. A community celebration for donors and supporters is planned for later this year. To contribute to the campaign, please contact Foundation Director Barb Anderson at (605) 696-8855 or e-mail foundation@brookingshealth.org (<mailto:foundation@brookingshealth.org>).

About Brookings Health System Foundation

The mission of Brookings Health System Foundation is "Inspiring people to support Brookings Health System through philanthropy, recognizing the vital role of local healthcare in sustaining quality of life in our community." Gifts to the Foundation support charity health care for those less fortunate, health and wellness education, facility, equipment, and technology upgrades and other needs as they arise at Brookings Health System. For more information about Brookings Health System Foundation or how you may contribute, please contact Foundation Director Barb Anderson at (605) 696-8855 or foundation@brookingshealth.org (<mailto:foundation@brookingshealth.org>).

About Brookings Health System

Brookings Health System, located in Brookings, South Dakota, includes a 49-bed hospital, the 79-bed The Neighborhoods at Brookview nursing home, Brookhaven Estates senior living apartments, Yorkshire Eye Clinic, and medical clinics in Arlington, White and Volga, South Dakota. It is a non-profit, city-owned facility that offers the community a full range of inpatient, outpatient, surgical and extended care services. The emergency room is staffed 24 hours a day and provides around the clock patient needs ranging from minor injuries to life threatening crises. For more information about the services offered at Brookings Health System, please call (605) 696-9000 or visit us on the Web at brookingshealth.org (<file:///C:/Users/siemers/AppData/Local/Microsoft/Windows/Documents/%20and%20Settings/fhanssen/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/2012/brookingshealth.org>).

[« Back to all news \(/news/\)](#)

Pinterest (<http://interest.com/pin/create/button/?url=http%3A%2F%2Fbrookingshealth.org%2Fnews%2Fbrookings-health-system-foundation-achieves-capital-campaign-target%2F&media=http%3A%2F%2Fbrookingshealth.org%2Fbrookings-health-system-foundation-achieves-capital-campaign-target%2F&description=Brookings%20Health%20System%20Foundation%20Achieves%20Capital%20Campaign%20Target>)



January 29, 2016

Brookings County
520 Third St.
Brookings, SD 57006-2024

Dear Brookings County,

On behalf of the staff and board of directors of the Brookings County Youth Mentoring Program, thank you for your generous support of this organization. Youth mentoring holds great promise in helping young people succeed in life. Research shows that youth in formal one-to-one mentoring relationships have reduced incidence of delinquency, substance use and academic failure.

Your donation will be used to directly support the mentoring effort in Brookings County. We offer numerous activities and events for the Mentor pairs throughout the year and are continually seeking ways to improve our training and recruitment programs.

This letter serves as your receipt for your gift in the amount of \$5,000.00 to the Brookings County Youth Mentoring Program (EIN 47-0870044) received on January 28, 2016.

Your support of our effort to serve the youth in Brookings County is greatly appreciated.

Sincerely,

Patty Bacon

Patty Bacon
Program Director
Brookings County Youth Mentoring Program

*We can't thank
you enough for
supporting the youth of
Brookings County!*

Brookings County Youth Mentoring Program
600 Main Ave.
PO Box 8443
Brookings, SD 57006

Phone: 605-697-0444
Email: bcymentoring@gmail.com
Website: www.brookingsyouthmentoring.com

BROOKINGS CONSERVATION DISTRICT BOARD OF SUPERVISORS
MINUTES OF MEETING
WEDNESDAY, JANUARY 13, 2016 AT 1:00 PM **CONFERENCE ROOM**

MEMBERS PRESENT: Joel Koch, Jerry Oines,; Rick Kerr; John Heylens, Kirk Steege, Advisor; Mark Stime, Advisor

ABSENT: Darrell DeBoer, Chuck Zink

OTHERS PRESENT: Joan Kreitlow, Jon Finnegan, Lynsee Planting, acting DC, NRCS

Chairman, Joel Koch called the meeting to order at 1:00 PM.

Rick Kerr moved to approve the agenda, second by Jerry Oines. Motion carried.

Minutes of the December 9, 2015 meeting were sent to the supervisors prior to the meeting. Jerry Oines moved to approve the minutes, second by Rick Kerr. Motion carried.

TREASURER'S REPORT:

General Fund Balance (12/31/15)	\$ 21,991.42
Money Market II	\$ 15,318.57
Big Sioux Water Festival	\$ 5,618.96
Accounts Receivable (as of 1/31/16)	\$ 9,343.25

Joel Koch moved, second by John Heylens to send Brian Anderson a letter stating payment is due in full on or before February 3, 2016 or the board will take action at the February meeting and his bill will be turned over to small claims for collection. Motion carried.

Accounts Payable

Big Sioux River WS RAM contract payment (\$576/yr. thru 12/31/2019)	\$ 2,304.00
Schuneman's – JD 1590 No-Till Drill Purchase (5 pmts - \$4,772.62/yr. beginning 7/10/15)	\$19,090.48
Pfeifer's – Great Plains Drill – (5 pmts - \$7,208.86/year)	\$32,500.00

Rick Kerr moved to accept the treasurer's report, second by John Heylens. Motion carried.

RECEIPTS & DISBURSEMENTS AND BILLS PRESENTED FOR PAYMENT- (SEE ATTACHED)

John Heylens moved, second by Rick Kerr to approve the receipts and disbursements and the bills presented for payment. Motion carried.

Endowment Fund Contribution – Rick Kerr moved, second by Joel Koch to table this item until the February meeting. Joan will email Angela Ehlers to obtain more information on the endowment fund – Total amount in the fund, where are the conservation dollars used etc. Motion carried.

REPORT ON DISTRICT SERVICES & CORRESPONDENCE

Joan Kreitlow, Office Manager and Jon Finnegan – Conservation Resource Specialist

- **2016 District Services:** Tree Planting – 8.7 acres; Tree Fabric – 23,815 LF; Grass Seeding – approx. 200 acres
Jon reported the tree fabric has been delivered.
- **Tree Order Form** - The 2016 tree order form will be printed on the front page of the January 19th Town & Country Shopper.
- **Equipment** – Insurance has been obtained on the Great Plains Drill and Tree Spade.
- **Tree Spade** - A tree spade has been purchased for \$5,500 from the Huron at SD Federal Property Agency. Discussion was held on how to rent the tree spade and charges. Rick Kerr moved to charge the following rental rates for the tree spade: \$300/day, \$500/weekend, and \$1000/week. Jon and Joan will draft a rental agreement to include a reminder to contact the SD One Call prior to digging, producer will be responsible to obtain all permits, and payment full along with a signed agreement before the equipment is rented out. Motion carried.
- **Lake Campbell Ice Fishing Derby Contribution** – Rick Kerr moved, second by Joel Koch to donate a certificate for 10 bare root trees and a cookbook for the upcoming event. Motion carried.
- **SDACDE Karst Scholarship** - Information has been sent to the schools on the SDACDE sponsored Karst Memorial Scholarship. Three \$500 scholarships are offered. Recipients shall be a current year graduate of a SD high school planning to major in an agricultural related field.

- **Resource Conservation Speech Contest** – 2016 Topic: “Why Manage Water for Conservation?” – Any student attending a SD high school (public, private or home-school), grades 9-12, is eligible to participate. Local contest deadline is March 26, 2016; Area contests deadline is April 9, 2016; State contest is scheduled for April 23, 2016 in Pierre at the State Capitol.
- **Erosion Complaint** – NRCS will meet with the board to review alternatives/plans to address the issue. A meeting will be scheduled sometime in February to discuss these alternatives with the parties involved in the complaint.
- **Brookings HS Pollinator Seeding** – The Brookings County Pheasants Forever Chapter is working with the Ag Education teachers in Brookings and Elkton School Districts to establish pollinator plots in their communities to use for education purposes. Joel Koch moved to donate the man, drill and tractor at no charge to seed the Brookings High School’s 2.25 acres of pollinator plots to be used for education purposes, second by Jerry Oines. Motion carried.

EMPLOYEE/SUPERVISOR REPORT ON MEETINGS ATTENDED: None

NRCS OFFICE REPORT – Lynsee Planting, acting District Conservationist, gave an update on NRCS activities (see attached). The board viewed a video show casing the 2015 Leopold Conservation Award.

CONSERVATION PLANS– No plans presented.

ELECTION OF OFFICERS: John Heylens moved, second by Jerry Oines to keep the same slate of Officers. Motion carried.
Chairman: Joel Koch; Vice Chairman – Rick Kerr; Treasurer – Jerry Oines

REVIEW ANNUAL PLAN OF WORK – Jerry Oines moved, second by Joel Koch to table until the February meeting. Motion carried.

FY 2015 FINANCIAL REVIEW – Rykhus Financial Services met with the office manager on 1/12/16 to review the FY2015 financial records. Robb Rykhus will meet with the board when the year-end reports and checklist are complete.

36TH ANNUAL BROOKINGS AREA CROP CLINIC – January 22, 2016 – 1:00 pm to 4:00 pm at the 1st Lutheran Church Activity Center in Brookings. Rick Kerr moved, second by Jerry Oines to sponsor the meal at \$75 but to not set up a booth. Motion carried.

EXECUTIVE SESSION – Joel Koch moved, second by John Heylens to enter into executive session at 3:19 pm for the purpose of discussing personnel raises. Motion carried. The board came out of executive session at 4:09 pm.

John Heylens and Darrell DeBoer were appointed to update the Personnel/Policy Manual. Office staff were asked to email job descriptions for full-time and part-time employees to John and Darrell prior to the February BCCD board meeting.

UPCOMING MEETINGS/EVENTS:

- ❖ 1/20/16 – Research Farm Customer Focus Group – ARS NCARL
- ❖ 1/22/16 – 36th Annual Brookings Area Crop Clinic – 1-4pm – 1st Lutheran Church Activity Center – Brookings
- ❖ March 9-10, 2016 – SDACDE Learning Conference will be held March 9-10 at the Pierre Ramkota
- ❖ March 16, 2016 – E. SD Soil and Water Research Farm Inc. Annual Meeting – 1:00 pm at the USDA ARS NCARL - Brookings

NEXT SCHEDULED BOARD MEETING: Wednesday, February 3, 2016 at 1:00 PM

Being no further business to come before the meeting, Chairman Koch declared the meeting adjourned at 4:25 pm.

Joan Kreitlow, Recording Secretary

**BROOKINGS COUNTY CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
WEDNESDAY, FEBRUARY 3, 2016 – 1:00 PM
CONFERENCE ROOM – 205 6TH STREET – BROOKINGS, SD 57006**

PROPOSED AGENDA

Approval of Agenda

Approval of January Minutes

Financial Report

UNFINISHED BUSINESS

- Report on District Services and Correspondence
Joan Kreitlow, Office Manager and Jon Finnegan, District Resource Specialist
 - Equipment – Drill contribution update
 - Building
 - District Services
 - Add authorized signer to BCCD checking account
- Employee/Supervisor Report on Meetings/Events Attended
- Erosion Complaint update – Joy Cordier, Civil Engineer, NRCS Field Support Office – review alternatives to address erosion complaint.
- Personnel/Policy Manual Update – John Heylens and Darrell DeBoer
- NRCS Office Report – Lynsee Planting, Acting DC

NEW BUSINESS

- Conservation Plans
- District Committee Appointments
- Review Annual Plan of Work
- SDACDE Learning Conference(sponsored by the SDACD Employees), March 9-10, 2016, Ramkota Hotel & Conference Center – Pierre
- FY 2016 Financial Review – Ryhkus Financial Services, Inc.

UPCOMING MEETINGS/EVENTS:

March 9-10, 2016 – SDACDE Learning Conference – Pierre Ramkota

March 16, 2016 – E. SD Soil and Water Research Farm Annual Meeting – 1:00 pm

EXECUTIVE SESSION

OTHER BUSINESS

NEXT MEETING – WEDNESDAY, FEBRUARY 3, 2015, 1:00 PM

This is a tentative agenda. The agenda may be amended up to 24 hours prior to actual meeting. Items added after 24 hours may be discussed by the Board, but not acted upon. Please notify the office manager, if you have items to add to the agenda.



BUILD DAKOTA

SCHOLARSHIP FUND



Build Dakota/Technical Institute Roadshow

Please join us to learn about strategies to build your workforce with
Build Dakota!

DETAILS:

- Monday, February 22, 2016
- Innovation Center at the Research Park- SDSU
2301 Research Park Way
Brookings, SD 57006
- 10:00am- 12:00pm
- Contact:
Kristi Larsen, Brookings Economic Development Corporation
kristi@brookingsedc.com
605-697-8103

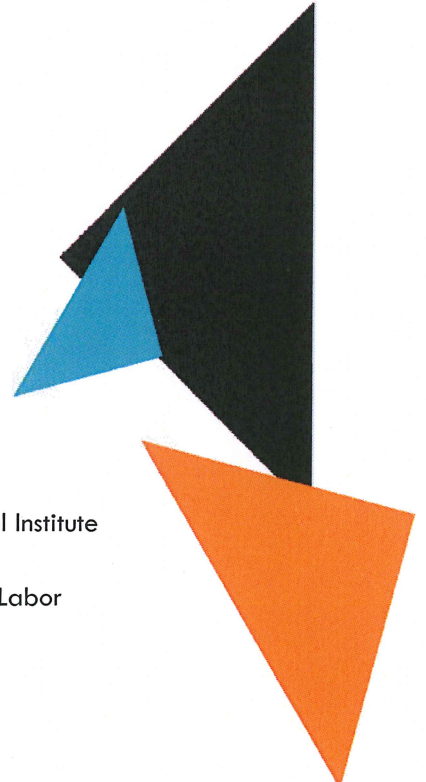
SPEAKERS:

- Deni Amundson, Program Manager, Build Dakota Scholarship
- Clayton Deuter, Director of Admissions, Mitchell Technical Institute
- Julie Stevenson, Foundation Director, Lake Area Technical Institute
- Chellee Nemec, Institutional Advancement Officer, Southeast Technical Institute
- Jill Elder/Wanda Roe, Western Dakota Technical Institute
- Available for Questions: Representatives from the SD Department of Labor and Regulation, Department of Education.

AUDIENCE:

- Business/Industry CEO and Human Resource Professionals
- Economic Development Professionals
- High School Counselors and Administrators

RSVP: <https://www.bullddakotascholarships.com/build-dakotatechnical-institute-roadshow>



Stacy Steffensen

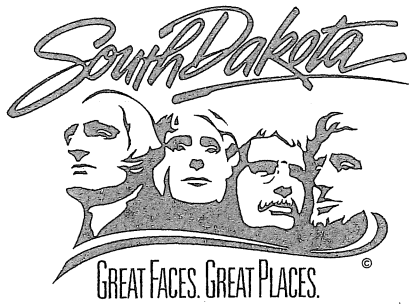
From: Brookings Backpack Project <bbpvunteers@gmail.com>
Sent: Monday, February 01, 2016 7:59 PM
Subject: Help Needed February 10

Dear Friends of BBP,

We have the night of February 10, 2016 open for packing. Please let me know if you are able and willing to help out that evening. Packing starts at 6:00pm.

Thank you!

Ashley Dahl, Volunteer Coordinator
605-690-6396



DEPARTMENT of ENVIRONMENT
and NATURAL RESOURCES

JOE FOSS BUILDING
523 EAST CAPITOL
PIERRE, SOUTH DAKOTA 57501-3182

denr.sd.gov

January 28, 2016

Ernst Temperli
Crosswind Jerseys, Inc.
21672 482nd Avenue
Elkton, SD 57026-7223

RE: Crosswind Jerseys, Inc. Manure Management System
As-Built Plans Review

Dear Mr. Temperli:

The Department of Environment and Natural Resources received four copies of the as-built plans for your manure management system and the permeability test results for the completed clay liner for holding pond 2 on January 22, 2016. The manure management system is located in the Southeast $\frac{1}{4}$ of Section 15, Township 109 North, Range 48 West in Brookings County, South Dakota.

Your permitted manure management system is for a housed lot feeding a maximum of 1,400-head of dairy cattle consisting of 1,300-head of mature dairy cattle and 100 calves. Your system consists of a scraper/flume system in each of the three barns (the west half of the south barn has not been constructed), piping, a milk parlor, calf huts, diversion dikes or channels, a concrete sand settling lane, a concrete sand stacking pad, two settling ponds, one holding pond, a runoff holding pond for the feed bunker, a clay-lined manure stacking pad, a clay-lined sand stacking pad, and 1.85 acres of drainage area. The settling ponds and the holding pond have at least 270 days of liquid storage capacity. The runoff holding pond is designed to hold the runoff from the feed storage area occurring during a 25-year, 24-hour storm event.

The department has also approved plans which include enlarging and moving the existing clay-lined sand storage pad to the east, pouring concrete for the pad, and removing the existing clay-lined manure stacking pad which will increase the total drainage area to 2.97 acres, changing the maximum animal numbers to 2,300-head of mature dairy cattle and 50 calves, constructing a second holding pond which will increase the manure management system liquid storage capacity to 365 days, and constructing a fourth freestall barn.

We approved revised plans and specifications for your project on March 19, 2015. The current as-built changes consist of the following:

- The bottom dimensions of holding pond 2 were changed from 194.0 feet by 170.0 feet to 196.5 feet by 157.0 feet. With the changes to holding pond 2, the volume below the permanent marker decreased from approximately 1,954,271 cubic feet to 1,873,856 cubic

feet;

- The top dimensions of holding pond 2 were changed from 374 feet by 350 feet to 384 feet by 338 feet. With the changes to holding pond 2, the volume above the permanent marker decreased from approximately 54,636 cubic feet to 52,890 cubic feet;
- The permanent marker for holding pond 2 was changed to a 2-inch galvanized steel pipe instead of a 2-inch concrete filled PVC pipe or steel "t" post and the permanent marker was installed along the west berm instead of being installed in the southwest corner of pond 2;
- The concrete chute and splash pad beneath the piping in holding pond 2 was changed. The length of the splash pad was decreased from 5 feet to 3 feet and 6-inch high curbing was installed on the sides of the chute/splash pad;
- The elevation for the piping between the combined settling pond 2/3 and holding pond 1 was changed. The upper pipe elevation was changed from 116.0 feet on both sides to 116.55 feet in settling pond 2/3 and 116.5 feet in holding pond 1. The lower pipe elevation was changed from 110.0 feet on both sides to 111.7 feet in settling pond 2/3 and 111.3 feet in holding pond 1;
- A 195.0 feet by 161.5 feet concrete feed storage pad addition was constructed south of holding pond 2; and
- With these changes, the manure management system still has at least 365 days of liquid storage capacity.

We have reviewed and hereby conditionally approve the changes shown on the as-built plans and accept the permeability test results as meeting the requirements of the general permit. Two copies of the as-built plans are being kept for our files. Please replace the appropriate pages in your plans and specifications booklet with the revised pages enclosed with this letter and add any additional pages enclosed with this letter into your plans and specifications booklet. Please see the following requirements.

Feed Storage Area

Your engineer must submit a cross section of the expanded concrete feed storage pad. Also, during the department's June 2, 2015, operation and maintenance inspection it was noted that the feed storage area runoff holding pond had been filled in and you indicated the feed was now entirely covered. You must submit an updated, signed operation and maintenance guideline to the department that indicates all feed stored on the feed pads will remain covered. Please note if the department finds process wastewater runoff leaving the feed storage area, you may be required to contain the runoff.

Relocated Sand Storage Pad and Veterinary Area

The department has approved the relocation of the sand storage pad and a veterinary area on the north side of the southeast freestall barn. Your engineer indicates these components are not yet constructed and the dimensions and details may change. Therefore, the department is not

Ernst Temperli
Crosswind Jerseys, Inc.
January 28, 2016
Page 3 of 3

approving any changes to these components at this time. Please have your engineer submit as-built plans for the relocated sand storage pad and proposed veterinary area when they are completed.

Calf Hut Location


The plans and specifications do not indicate the location of the existing calf huts. The calf huts were originally approved to be located along the south side of the middle freestall barn (the freestall barn directly east of the milk parlor). Please have your engineer show the location of the calf huts on the plans and submit the plans to the department.

Recycle Wet Well

Your engineer indicates the proposed 12-inch PVC piping between holding pond 2 and the existing wet well will be installed in the future. Your engineer must submit a revised detail of the recycle wet well showing how the pipe is connected to the recycle wet well. If the pipe penetrates the side of the wet well, your engineer must indicate how the pipe penetration is sealed.

If you have any questions regarding the content of this letter, please feel free to contact Ben Myers, Feedlot Permit Program at (605) 773-3351. Thank you for your cooperation.

Sincerely,



Kent R. Woodmansey, PE, Engineering Manager
Feedlot Permit Program

cc: Brian Friedrichsen, PE, Dakota Environmental Inc, Huron, SD
Brookings County Commissioners
Luke Muller, F.D.A.L.G., Watertown, SD